ohfa
OHIO
Housing Finance Agency

HOUSING CREDIT PROGRAM

2009 QUALIFIED ALLOCATION PLAN

Final October 22, 2008

www.ohiohome.org

Letter From the Governor

October 2008

I am pleased to present the Ohio Housing Finance Agency's (OHFA) 2009 Qualified Allocation Plan (QAP). This plan will provide detailed information to use as you apply for available housing credits.

The Housing Credit Program increases the supply of quality, affordable rental housing using federal income tax credits. Housing credits offset the federal tax liability of an individual or corporation and provide incentives for the development of affordable housing. These credits create equity to assist with the costs of building acquisition, new construction and substantial rehabilitation.

OHFA evaluates the housing needs throughout the state and identifies strategies to provide affordable housing for Ohio residents. OHFA has awarded approximately $348 million in housing credits to more than 1,400 properties, resulting in the creation of more than 75,000 affordable housing units. Strong public and private sector partnerships ensure the creation and maintenance of quality, rental housing.

I encourage you to apply for the assistance available through OHFA's Housing Credit Program. Thank you for helping us open the doors to an affordable place to call home for more Ohio residents.

Sincerely,

Ted Strickland

Ted Strickland
Governor

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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 75,000 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. 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 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 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). Incomes are adjusted by household size. OHFA has provided the income limits by county (see Exhibit A).

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, 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 in the application.

Utility allowance information is obtained from HUD or the Public Housing Authority in the county where the project is located, or based upon any policies and procedures established by OHFA. 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 OHFA.

IRS Revenue Ruling (2004-82) indicates that residents of a project that received Housing Credits may not be evicted without good cause. 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. 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 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 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. OHFA has provided a brief guide to federal accessibility requirements (see Exhibit M).

D. Eligible Uses 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 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 the same 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 25% of the eligible basis on the first $15 million of a project, with 10% thereafter. 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.

E. Policy Statements

OHFA will utilize the Housing Credit Program to create sustainable affordable housing (both financially and physically) by distributing resources through a transparent allocation process that addresses the mandates of the law and the needs of our primary customers, as well as respects the interests of our stakeholders. Primary customers include low- and moderate-income residents, the development community, and owners of existing Housing Credit properties.

The following policy statements have been developed using input and feedback from OHFA Board members, program stakeholders, and primary customers, as well as the expertise of our staff regarding affordable housing needs in Ohio. These policy statements are the basis for the allocation process outlined in later sections of the Qualified Allocation Plan. The statements are not listed in any particular order; rather, the priority of each policy is reflected in the allocation process.

Housing credits will be allocated to proposals that promote the policies and goals indicated in the QAP and are determined to be in the best interest of the citizens of the State of Ohio. OHFA reserves the right to award credits, irrespective of competitive ranking, if a proposal furthers the policies stated in the plan.

1. Types and locations of housing

a. OHFA supports the development of three broad types of housing: multifamily apartments; properties designed for senior populations; and single-family rental homes with a Lease-Purchase model.

b. While OHFA recognizes the constant need to create new housing units, this goal must be balanced by maintaining existing affordable units currently in service. Therefore, OHFA values the preservation of existing affordable housing that is in the greatest need of rehabilitation and has Section 8 or equivalent federal rental assistance contracts in danger of expiring.

c. As OHFA is committed to serve the affordable housing needs of all Ohio citizens, OHFA supports the development of Permanent Supportive Housing for the homeless and other populations with special needs.

d. Consideration will be given to distribute credits throughout various geographic regions of the state when possible and areas of greatest need when necessary.

e. As the challenges to development in Ohio increase, the need for strategic collaborative partnership and investment is critical. OHFA values construction in areas demonstrating that collaboration through neighborhood revitalization plans as well as areas currently experiencing significant investment.

f. As our national economy continues to struggle and the foreclosure crisis continues to have a devastating effect on Ohio communities, OHFA will follow the recommendations of the Ohio Foreclosure Prevention Task Force by valuing the development of vacant properties in areas of the state most impacted by this epidemic.

g. OHFA values the development of affordable housing in all areas of need including areas within a qualified census tract, Difficult Development Areas, and areas of moderate, median and high income.

h. OHFA values projects that access either the Federal or State Historic Tax credit program.

2. Types of subsidy

a. As the need for affordable housing is constant and available resources to develop such housing become scarcer, OHFA values assisting properties that leverage substantial federal development subsidies, such as the USDA Rural Development Section 515 program and the HUD HOPE VI program.

b. While the economic struggles within our state impact all Ohio citizens, those in extreme poverty are hit the hardest. OHFA values the development of projects that will serve very low-income populations and/or provide federal rental subsidy for the residents.

3. Project characteristics

a. As strong market demand is essential to successful housing development, OHFA will evaluate properties based on strength of the market area, including vacancy rates, penetration rates, the condition of other housing credit properties and the projected growth rate of the low-income population.

b. As Housing Credit projects need to remain competitive in the rental market for the life of the compliance period, OHFA will evaluate project and unit amenities during the selection process.

c. As Ohio's population is aging and the financial pressures of relocation are more burdensome on low-income households, OHFA values Universal Design in all properties receiving housing credits. "Visitability" guidelines shall be incorporated into all newly constructed properties.

d. In order to create healthy and sustainable affordable housing in a cost-effective manner, OHFA supports development of properties that meet Green Communities standards and achieve the highest energy efficiency ratings.

e. As innovation and creativity are critical to meeting the changing demands of the consumer, OHFA will evaluate other unique characteristics with tangible benefit for the residents and/or housing in the selection process.

4. Development team characteristics

a. OHFA values development team members with successful experience in the location and type of housing being proposed.

b. OHFA supports the endeavors of community-based non-profit housing organizations to develop housing in their service area.

c. OHFA values development teams with a strong financial base.

d. OHFA values development teams with the ability to meet key responsibilities in a timely and efficient manner; Development team members include the general partners, developers, contractors and property manager.

e. Development teams will also be evaluated on any prior and/or outstanding financial obligations with OHFA. The staff will evaluate the repayment histories of all loans extended to previous projects as well as payments of all other fees and monies due to OHFA.

5. Financial considerations

a. OHFA will require the development of properties that meet OHFA financial underwriting requirements and are forecast to have sufficient long-term operating income to secure sustainability.

b. OHFA will consider construction costs of a reasonable level when comparing proposals for similar types of projects.

F. Project Cost Analysis Matrix (P-CAM)

In July 2008, OHFA began a new initiative to analyze as-built costs of completed projects throughout the state; this initiative is referred to as the Project Cost Analysis Matrix, (a.k.a. P-CAM). The P-CAM provides field staff an opportunity to offer a subjective analysis (opinion) of design finishes pertaining to a series of Qualities: common areas, curb appeal, exterior finishes, and units (interiors). Once the on-site work is completed, the staff is then tasked with researching the as-built project cost per-square-foot. The final step of the P-CAM involves "charting" the project based on staffs' subjective review of the finishes in correlation to the final cost per-square-foot.

The P-CAM also provides OHFA an opportunity to monitor projects for as-built design features, universal design, and environmental design/mitigation features agreed upon during the application approval process. OHFA intends to address objective P-CAM findings of non-compliance on a case-by-case basis. These potential issues of non-compliance will not be a factor in the experience and capacity, or subjective review of the proposed development teams. However, OHFA does evaluate the cooperation and timeliness of responses of our partners in all aspects of the development process when making determinations in both reviews.

Allocation Process

A. Instructions

All applications for 2008 Housing Credits at each stage of the allocation process must be submitted 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 dates listed in the program calendar, unless the project is financed with tax-exempt bonds (see Page 51). Applicants must use the 2009 Affordable Housing Funding Application (AHFA) available on OHFA web site at www.ohiohome.org.

The application review process will consist of two stages. The first stage is a review of the experience and capacity of all organizations that wish to participate as general partners or developers during the program year. This review will result in a maximum number of credits for which each organization will be eligible. The second and final stage occurs after the submission of full applications. This is a review and evaluation of proposed project sites, including market criteria, project design and amenities, site location and quality, and the scope of work for rehabilitation projects. This stage will also address all other selection criteria. This complete review will result in a final competitive ranking for these proposals. OHFA will assure that any changes to or withdrawal of applications at any stage of the review process will affect all applicants in a fair and equitable manner.

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. OHFA will interpret the policies and guidelines contained in the QAP upon review of an application for Housing Credits, and may accept or reject an application based on its interpretation. Applicants are strongly encouraged to seek guidance from OHFA regarding any situation not explicitly addressed in the QAP prior to submitting their application. If an applicant fails to request such guidance, OHFA will consider this failure to disclose information in its decision making process.

Special Allocation. An applicant 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 credits 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 OHFA in a previous year.

2. The applicant must have returned the Housing Credits to 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 applicant must obtain a final judicial determination from a court of law, state or local administrative body, or a determination by the Chief Legal Counsel at OHFA, that the local action or inaction is inappropriate. As a result of this final determination, the applicant must demonstrate that the project can now proceed. OHFA legal counsel, or the Ohio Attorney General's office will make the determination of these requirements.

5. The applicant must complete a current year application and request OHFA Board consideration to obtain a Housing Credit reservation. OHFA staff will evaluate the project based on current selection criteria. 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.

Allocation Process

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

OHFA may also grant relief to projects that are unable to meet their placed-in-service deadline due to circumstances that are outside the control of the owner and could not be reasonably anticipated before the initial application date. The following requirements must be met:

1. The applicant must submit a formal request outlining reasons that the placed-in-service deadline cannot be met. A request may be submitted after September 1 and no later than November 30 of the year of the placed-in-service deadline.

2. The applicant must agree to return their Housing Credit allocation to OHFA prior to the placed-in-service deadline.

3. Significant progress toward completion of the construction and/or rehabilitation of the project must be demonstrated at the time the request is submitted. OHFA will use 75% completion as a general guideline when judging significant progress toward completion."

4. If the request is approved, then a new allocation of credits will be granted in the following calendar year, and the placed-in-service deadline will be extended for up to . OHFA has no obligation to grant approval to any project seeking relief.

5. OHFA reserves the right to levy a reservation fee for the new credit award.

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 OHFA. All requests for changes must be received no later than 30 days prior to the application deadline for the Site & Market Evaluation.

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 2009 QAP.

Duplicate Applications. Each application must consist of a legitimate, stand-alone development proposal. 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 selection process and circumvent allocation priorities. Therefore, OHFA will reserve the right to combine or reject applications for projects located in close proximity and sharing similar attributes, such as project type, population served, construction style, and/or development team members.

If OHFA elects to combine applications, the developer will then be required to demonstrate that the combined project will be financially feasible. 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 OHFA determines that it is appropriate to combine applications in this manner, the applicant(s) must then 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 that signed the original application.

In addition to combining applications, OHFA will prohibit applications that receive a reservation of housing credits from later adding land or sites from other projects proposed in the same year. OHFA will permit a parcel of land or an existing building to be included in only one application (per developer) during a funding round.

Allocation Process

Identification of Costs. The hard construction cost line items in the proforma section of the application must include only 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.

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.

B. Program Calendar   (Subject to Change)

November 2008
13 Applications for Experience & Capacity Review Submitted

December 2008
1 2009 Housing Funding Training
8 2009 Housing Funding Training
18 Experience & Capacity Determinations Issued
18 2009 AHFA Ready for Distribution

March 2009
19 Submission Deadline for Housing Credit Applications

July 2009
2 Housing Credit Awards Announced for All Allocation Pools including Maximizing Outcomes
6 Binding Reservation Agreements Issued

August 2009
3 Submission Deadline for Binding Reservation Agreements
25 Submission Deadline for Phase 1 Environmental Site Assessments

November 2009
19 Submission Deadline for Carryover Allocation Requests

December 2009
31 Carryover Allocation Agreements Issued

C. Experience & Capacity Review

OHFA will conduct a review of the experience and capacity of potential general partners and developers prior to submission of Housing Credit applications for individual properties. The result of this review will determine whether an organization may participate in the upcoming program year and the maximum number of applications that may be submitted and maximum credit amount that such organization may be awarded as a general partner and developer. The level of participation may be extended to other roles on the development team at the discretion of OHFA.

The following items must be submitted for OHFA to conduct the experience & capacity review:

1. A brief narrative describing the experience of the organization with regard to development of subsidized affordable housing, including the number of projects and units that have been completed and placed into service.

2. A spreadsheet summary of all projects under construction in any state (or stage of completion), including their present status and expected completion date.

3. Full organizational chart, staff roster and resumes of key development staff within the organization, focusing on their affordable housing development experience.

4. An expanded financial review system will be implemented. This review will require a higher level of external substantiation based on the tier level requested by the applicant. These requirements may range from audited financial statements to recent internally prepared financial reports.

5. A narrative that explains the proposed applications for the 2009 round, including:

   The number of Housing Credit applications proposed for submission in 2009;

   The allocation pools in which the applications will compete;

   The roles that the organization will play in the projects;

   Development and ownership partners that the organization may be working with on the projects; and

   A request to be placed in one of the tiers described below.

The following criteria will be considered when making a determination:

1. Past experience developing affordable housing using OHFA programs. Properties presently in service and those under construction will be considered, and the quality and success of previous developments will be taken into account, OHFA will also consider location and experience in the geographic areas to be served, experience with the type of housing product proposed and the past working relationships of the proposed development and ownership partners.

2. Other affordable housing development experience using government funded programs, including existing properties and those under construction.

3. The development capacity of the organization to complete construction of all current projects on time and within program requirements and application commitments.

4. The financial capacity of the organization to ensure that construction will be completed on time and that work will be guaranteed for quality.

5. The organization must remain in good standing with all OHFA programs in order to participate in the upcoming program year.

An organization will be placed into one of the following tiers as a result of the review:

1. **Tier One:** Eligible to submit a maximum of ten (10) competitive applications and receive no more than $3,000,000 of annual housing credits.

2. **Tier Two:** Eligible to submit a maximum of six (6) competitive applications and receive no more than $2,000,000 of annual housing credits.

3. **Tier Three:** Eligible to submit a maximum of two (2) competitive applications and receive a maximum of one (1) housing credit award.

4. **Tier Four:** Ineligible for a housing credit award during the current program year.

Placement in one of these tiers does not constitute a guarantee of any level of funding. OHFA will use information submitted by the organization and other reasonable sources available to make these determinations, including reports and opinions of other public funding sources. OHFA reserves the right to place additional restrictions on applicants, further limit the number of awards, maximum applications allowed or amount of credits to an organization in any tier, and limit credit allocations due to identities of interest between organizations applying for Housing Credits.

Response period: OHFA will announce experience and capacity review results on December 18, 2008. In order to ensure the highest possible standard of accuracy, thoroughness and service, applicants will have until January 2, 2009 in order to provide a written response to any factual discrepancies in the review. OHFA will then review the response, make any adjustments deemed necessary and appropriate, and provide a final experience and capacity evaluation on January 9, 2009.

Maximum Credit Cap Requirements

a. All users are restricted to a maximum of $3,000,000 in annual Housing Credits based on the determination made by OHFA in the Experience & Capacity Review.

"**Users**" to which the credit cap applies are actual general partners, parent organizations of general partner entities, 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, direct or indirect, 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, direct or indirect, 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 a maximum of $3,000,000 in annual Housing Credits based on the determination made by OHFA in the Experience & Capacity Review.

An "**organization**" to which this cap applies is defined as the actual entity indicated in the application, 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 OHFA.

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 2008 and shall not be bound or limited by any determinations made by OHFA for any previous year. 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.

Allocation Process

<u>Good Standing with OHFA and ODOD Housing Programs</u>

Program participants will be considered to be not in good standing when one of the following applies 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 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. Other determinations made by OHFA based on a pattern of mismanagement or non-compliance as evidenced by monitoring reviews or other information. Determinations 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 OHFA remove such designation. In the event OHFA denies a request, the applicant may appeal to the Multifamily Committee of the OHFA Board. Designations of not in good standing resulting from Item 14 (above) may be appealed directly to the Multifamily Committee. The decision of the Multifamily Committee is final.

Projects may request that OHFA waive violations of the good standing policy as described in Items 1-13 (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.

D. Allocation Pools

OHFA has divided the state's annual per capita credit allocation into three target pools, three geographic pools and the maximizing outcomes pool. Each application will compete in only one of the target or geographic pools. Applications will be assigned to a target pool at the discretion of OHFA based on the qualifications for each target pool. The amount reserved to each pool is the maximum amount that will be awarded in that pool. Credits that are not awarded in any pool will be distributed in the maximizing outcomes pool. OHFA may, at its discretion, approach applicants during the review process regarding adjustments to their requested credit amount in order to maximize the number of projects funded per pool.

Target Pools (not to exceed $11,000,000 of the annual credit allocation)

1. Rural Development Funding (not to exceed $1,000,000)

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, 2009 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 to submit a proposal for Single-Family Lease-Purchase housing.

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

e. Projects competing in the Rural Development Pool will be limited to an annual allocation of $600,000. The amount of credits requested must be sufficient for the financial feasibility of the project.

2. Permanent Supportive Housing (PSH) (not to exceed $3,000,000)

a. Projects in this pool must be 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; or other persons/households that qualify under the HUD Shelter Plus Care Program. OHFA prefers that projects targeting this population be located in a Geographic Pool A city or a county containing a Geographic Pool A city. 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.

or

Projects in this pool must be designed for persons/households that have household income at 35% of AMI or less, and who have been assessed to require supportive services in order to maintain permanent housing, and who are severely mentally ill, or who have a developmental disability, or who have severe addiction disorders, or who suffer co-occurring disorders. Projects competing unde these guidelines must demonstrate appropriate financing to meet the operational and supportive service needs of the populations served.

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

c. A comprehensive service plan that is satisfactory to OHFA and meets all the requirements listed in Exhibit K 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. OHFA reserves the right to evaluate the priorities of the Contiuum of Care when making its final determinations for the PSH pool.

d. OHFA values projects that provide a commitment for rental subsidy for at least 50% of the units that is 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. All proposals meeting the above definitions must compete in the PSH Pool.

f. In the Competitive Evaluation, criteria for Housing Credit Vacancy Rate, Market Vacancy Rate, Penetration Rate and Growth Rate of Income-Qualified Households will not be used in the PSH Pool.

g. 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. Preservation (not to exceed $7,000,000)

Includes the following projects:

a. Projects receiving project-based rental subsidy through a Section 8 Housing Assistance Payment Program (HAP) contract. Documentation from HUD, the local MHA or the applicable Contract Administrator that evidences the assistance and length of the contract must be submitted, if applicable.

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 and have not yet placed-in-service are eligible for the pool.

d. Existing HUD Section 202 or 811 projects.

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.

g. Other properties judged by OHFA to encompass the preservation of existing affordable housing.

The first priority of the Preservation Pool will be properties that have an existing project-based rental assistance contract with HUD, RD or a comparable federal source. This preference will be reflected in the Competitive Evaluation. 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 L. OHFA will use this assessment to determine whether the costs indicated in the application are appropriate considering the rehabilitation needs of the project.

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.

The preservation pool will be divided into two pools based on the geographic pool definitions. An amount not to exceed four million, five hundred thousand dollars ($4,500,000) of the state's annual per capita credit allocation will be designated to preservation projects, meeting one of the definitions above, located in Geographic Pools A or B. An amount not to exceed two million five hundred thousand dollars ($2,500,000) of the state's annual per capita credit allocation will be designated to preservation projects, meeting one of the definitions above, located in Geographic Pool C. Geographic Pool C projects will be limited to an annual allocation of six hundred thousand dollars ($600,000). The amount of credits requested must be sufficient for the financial feasibility of the project. OHFA will prioritize 50% of the preservation pool C allocation be awarded to projects receiving USDA RD financing so long as these projects OHFA's rank successfully in OHFA's competitive review process.

In the Competitive Evaluation, criteria for Housing Credit Vacancy Rate, Market Vacancy Rate, Penetration Rate, and Growth Rate of Income-Qualified Households will not be used in the Preservation Pool.

Geographic Pools (not to exceed $9,500,000 of the annual credit allocation)

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 H.

4. Geographic Pool C (rural areas): Not to exceed $2,000,000.

5. Geographic Pool B (suburban areas & mid-sized counties): Not to exceed $2,500,000.

6. Geographic Pool A (urban areas): Not to exceed $5,000,000.

Projects competing in geographic pool C will be limited to an annual allocation of six hundred thousand dollars ($600,000).

Allocation Process

Maximizing Outcomes Pool

The remainder of the annual credit allocation (approximately $2,500,000) will be awarded from the Maximizing Outcomes Pool at the discretion of OHFA. Applicants who do not receive credits in the target and geographic pools are eligible for this pool. Projects will be selected based on the criteria indicated below and other factors at the discretion of OHFA in order to meet program policies and goals that were not achieved in the other pools.

1. Consideration will be given to projects located in counties or submarkets that received the fewest number of credit awards in the target and geographic pools. The population and housing need in these areas will be considered.

2. Consideration will be given to projects in the target and geographic pools in which the total amount of credits awarded is significantly less than the maximum amount available in such pools.

3. CHDO Ownership: Consideration will be given if the majority owner/managing member is a state-certified Community Housing Development Organization (CHDO) and the proposed project is located in the established service area of the CHDO. This criterion is intended to meet the non-profit set-aside mandated in the Internal Revenue Code, and the CHDO set-aside for the HOME program.

4. Housing Authorities: Consideration will be given to projects under development by the local Public Housing Authority (PHA) using HOPE VI funds, Replacement Housing Factor (RHF) funds, or a loan secured by the assets and/or capital funds of the PHA as the primary source of financing. This criterion is intended so that up to two such projects may be funded from the annual per capita credit allocation.

5. Geographic Regions: Consideration will be given based on project location if the awards in the target and geographic pools have not achieved the following levels. The percentages are based on the number of income-eligible households in each region. (See Exhibit I on Page 81 for a list of Geographic Regions.)

   a. Northeast: minimum of **18%** of the total allocation.

   b. Northwest: minimum of **6%** of the total allocation.

   c. Central: minimum of **10%** of the total allocation.

   d. Southeast: minimum of **4%** of the total allocation.

   e. Southwest: minimum of **14%** of the total allocation.

6. Housing Types: Consideration will be given based on project type if the awards in the target and geographic pools have not achieved the following levels:

   a. Senior Housing: minimum of **20%** of the total allocation.

   b. Lease-Purchase Homes: minimum of **20%** of the total allocation, with consideration for vacant housing properties as recommended by the Ohio Foreclosure Prevention Task Force.

   c. Family Apartments: minimum of **20%** of the total allocation.

7. Consideration will be given to a Tier One or Tier Two organization (see Experience & Capacity Review) that did not receive credits in the target or geographic pools.

8. Consideration will be given to projects in either the RD or Preservation C pools that require credit amounts above the $600,000 limit based on financial need.

Allocation Process

9. Consideration will be given to projects that receive either the federal or state Historic tax Credit. Projects are eligible 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. 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). OHFA will consider projects with the State Historic Tax Credit if they submit a letter demonstrating funds will be awarded within 24 months of allocation.

10. Consideration will be given to proposals where a previous phase of the same multifamily development has been successfully constructed and placed-into-service and is operating at a high occupancy rate.

11. Consideration will be given to projects developed in a Qualified Census Tract, Difficult Development Area or contributing to a community revitalization plan.

12. OHFA reserves the right to deviate from the ordinary guidelines to make awards to projects in the maximizing outcomes pool. The criteria for these awards may be based on changing market conditions, geographic need or other factors OHFA deems significant.

13. Preference will be given to applications that propose the redevelopment of vacant single-family home properties as recommended by the Ohio Foreclosure Prevention Task Force. All of the units in the application must be single-family homes, with approximately 90% of sites submitted for the Carryover Allocation containing vacant single family homes. Sponsor must also evidence that the project is consistent with a community revitalization plan (as defined in Site Location & Quality criterion 3.g.)."

14. Projects located in the 29 Appalachian counties as defined by the Ohio Department of Development's Office of Strategic Research (listed in Exhibit D)

The additional credit allocation available under the Housing & Economic Recovery Act of 2008 may also be awarded in this pool, or may be awarded to projects initially funded in 2007 or 2008 based on the status of the investor market for Housing Credits. OHFA will determine the use of this additional allocation when Housing Credit awards are announced.

Waiting List: Projects that do not receive a reservation will be placed on a waiting list for Housing Credits that become available via returns or the national pool later in the year.

If a project returns Housing Credits that were reserved during the current year in a target or geographic pool, then applications from that pool will receive first consideration for any award of credits. Any other available credits will be distributed according to the criteria of the maximizing outcomes pool. Please note that if a project returns credits that were awarded during the current year, 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.

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

Allocation Process

E. Threshold Review

Threshold review is a review of the full application to determine if it is complete, all necessary forms, supporting evidence, and fees are included, and the project meets minimum program requirements. Many requirements formerly evaluated as part of the point-based competitive review section are now included as threshold items. Unless noted otherwise, projects with tax-exempt bond financing must also meet all threshold requirements to receive Housing Credits.

OHFA will complete threshold reviews of applications and offer the applicants the opportunity to correct deficiencies in their applications.

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

The 2009 Affordable Housing Funding Application (AHFA) must be completed and submitted with all required attachments. In an effort to reduce carbon emissions and waste, and increase data security and retention, OHFA plans to make the 2009 funding cycle nearly paperless. Applications must be submitted on a CD (compact disc) utilizing the index provided with the application and an index tab for each numbered or lettered section, including sub-tabs. 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 and must be submitted in its original, paper form. Any applications that are incomplete, inconsistent, and/or illegible will be rejected.

3. Application Fee

An application processing fee in the amount of $2,000 must be submitted with the application. An application will be immediately rejected if a check is returned for insufficient funds.

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.

4. 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 OHFA) to waive the right to petition OHFA to terminate the extended use term as described in Section 42 of the IRC.

5. 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 a reasonable period of time following the scheduled announcement date for Housing Credit awards. All option agreements relating to the transfer of a site must be included in the application.

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

A scattered-site project is required to have at least 35% of the sites under control. 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. OHFA reserves the right to reduce basis at Carryover if the minimum site control percentage at application is not maintained at Carryover.

Applicants proposing the redevelopment of vacant single family homes may request, in advance of the application deadline, to have fewer than 35% of their sites under control. A minimum of 10% of the sites must be under control in any case. Approximately 90% of sites submitted for the Carryover Allocation must contain vacant single family homes. The applicant must also evidence that the project is consistent with a community revitalization plan (as defined in Site Location & Quality criterion 3.g.)."

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.

OHFA recognizes that the zoning process is neither simple nor easy. OHFA reserves the right to grant waivers for zoning at the time of application if asked for in advance and the applicant can effectively demonstrate a good faith effort to secure proper zoning. Zoning must be secured by the time of award or the project will be considered ineligible.

7. 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 be placed on this list, market analysts must follow the application requirements 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 J 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. All of the sites to be included in a project must be located within one 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, schools, day care, library and community center), infrastructure (including roads and traffic), community services (including shopping, restaurants, parks, recreational facilities, hospital, health care facilities, 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 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 and 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, and 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, and 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 issues or concerns of the PHA. 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 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. 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. OHFA may also contact the market analyst during the review process if any required information cannot be found in the study.

8. 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 G of the QAP and include all information requested in such template. 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 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).

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.

Applicants are encouraged to contact appropriate local government officials prior to submitting an application to inform them of the details of their housing proposal.

9. Conditional Financial Commitments

All non-OHFA construction and permanent financing, grants, equity sources and deferred fees or expenses 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.

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 OHFA. Failure to provide these conditional commitments may result in rejection of the application or revocation of the project's Housing Credit reservation.

10. Maximum Credit Per Project (not applicable for bond financed projects)

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

11. 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 2008 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. 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.

Allocation Process

12. Utility Allowance Information

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

13. Adherence to Agency Underwriting Standards

Projects must meet certain underwriting standards to pass the threshold review. In addition, 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. OHFA reserves the right to combine the costs for projects located in close proximity to each other and sharing similar attributes. 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 equals 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.

e. Proposals found to be either financially feasible without a credit allocation, or to be financially infeasible in any case, will be rejected.

14. Affirmative Marketing Plan

An Affirmative Fair Housing Marketing plan is required for all properties. Applicants that currently have a property with project-based Section 8, 236 or USDA contracts will be able to utilize their current Affirmative Fair Housing Marketing plan provided it is current. OHFA, HUD and the USDA require that the plan be updated every five years; therefore, if the plan's current approval date is within six months of expiration, submit the current plan along with supporting documentation that demonstrates that an updated plan has been submitted to HUD or USDA for renewal.

The applicant must complete an Affirmative Fair Housing Marketing Plan (Form AFHM-98) if no other plan is in place. All items on the form must be completed correctly including all attachments. The instructions for the completion of the plan and reference materials are located on the OHFA website.

The applicant must include on the form a description of the outreach, marketing, and advertising methods used in order to affirmatively market the project. A separate plan is required for each census tract in which the project is located.

If assistance is needed, or there are questions regarding the Affirmative Marketing Plan, contact TJ Burgess, Office of Program Compliance at (614) 995-0306 or tjburgess@ohiohome.org.

15. 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 Exhibit 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.

16. 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)

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, TheoPro Compliance & Consulting Inc., Quadel Consulting 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.

17. Ohio Housing Locator

The owner and/or property manager of all Housing Credit properties funded in 2008 and in the future will be required to list their properties in the Ohio Housing Locator (www.OhioHousingLocator.org), the OHFA-sponsored statewide affordable housing database, as soon as the units are placed in service.

18. Additional Rent Restrictions

Applicants must select one of the following elections based on the location of the proposed project:

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

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

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

d. 100% of the low-income units affordable to households at or below 60% AMGI for all bond-financed projects

19. Consistency with HDAP Funding (Pending approval of the fiscal year 2009 Consolidated Plan)

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 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 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 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.

e. A sole for-profit applicant that receives Ohio Housing Trust funds must comply with State Prevailing Wage requirements.

f. In order to receive HDAP funding, the applicant must select one of the following elections:

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

ii. 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 required in Criterion 18, Additional Rent Restrictions.

20. Senior Housing (not applicable for bond financed projects)

Applicants proposing housing that sets aside 100% of the units for households containing at least one person who is age 55 years or older are required to provide an experienced service coordinator, evidence of service coordinator salary or an in-kind service agreement, additional market study requirements and supportive service plans containing specified services (see Exhibit K). With regard to the supportive service plans, applicants will be permitted to provide minimal updates to their plans during the threshold correction period. However, in order to meet threshold requirements, a reasonable quality plan must be included with the original application by the submission deadline.

Additional requirements are as follows:

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

b. units may contain no more than two bedrooms;

c. 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;

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

21. Single-Family Lease Purchase (not applicable for bond financed projects)

Proposals for single-family lease purchase homes must have a viable homeownership strategy for residents who inhabit the units during the compliance period. The strategy must incorporate an exit strategy, calculation of the estimated purchase price for the resident, homeownership counseling and a minimum amount of funds set-aside by the owner to assist the resident in the purchase. Family supportive services must also be provided for the residents as outlined in Exhibit K.

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 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 OHFA prior to the request for the 8609 Forms.

All units must be single-family detached structures with a lease-purchase option to meet threshold requirements. The detached structures in new construction projects must be at least four feet apart and neither joined nor touching in any manner.

22. Family Supportive Services (not applicable for bond financed projects)

Both multifamily developments (non-senior) and single-family lease purchase proposals must 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. Applicants will be required to submit a supportive service plan containing specific services and demonstrating linkages with local services agencies as outlined in Exhibit K.

23. Preliminary Plans and Specifications

Preliminary plans and specifications that provide a description of the proposed development must be submitted, including the following:

a. Typical unit plan(s) that include the square footage of each unit.

b. Building elevations (photographs are acceptable for rehabilitation projects).

c. A site plan that shows how the development is to be built, including rehab or adaptive re-use projects. This plan must indicate the placement and orientation of buildings, parking areas, planned and existing public sidewalks, landscaping, amenities, easements, trash dumpsters, buffers, etc.

d. A schematic site plan that shows the site boundaries and includes the location of any streams, ravines, gullies, drainage problems or other construction deterrents. All utility locations such as water, sewer, gas, electric, and phone lines must be indicated. If utility services are not presently located at the site, then the plan must reflect the distances from the services.

e. The most recently available topography map of the site that clearly identifies the site contour lines at twenty (20) foot intervals or less.

f. A current aerial photograph with the location of the site clearly marked and the surrounding uses and access points to the site are clearly visible. For scattered site projects, submit a map indicating the location of each site with reasonable specificity.

g. A detailed scope of work for rehabilitation and adaptive reuse projects that identifies all hard construction items and their cost.

h. For rehab/preservation projects: a detailed narrative of the past history of the project that includes the name of the property management company(s) during the past ten years, a list of capital expenditures over the past two years, obvious design flaws, and any significant events that have led to the projects current need for a rehab (i.e. fire, natural disaster).

Architectural plans must be on paper no larger than 11 inches by 17 inches (before scanning).

24. Minimum Project Standards

A completed and executed OHFA Form 001 (Contractor/Architect Certification) must be submitted to evidence that all of the following minimum project standards will be met. Any requests to waive these requirements must also be submitted with the form.

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. 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. All new construction units will incorporate the following Universal Design elements which constitute "visitability":

(1) No step entrance: Provide at least one "no step" entrance into the unit. The required "no step" entrance shall be accessed via an accessible route (driveway, sidewalk, garage floor, etc.). Ramps that extend out into the front or back yards are usually not the appropriate solution. OHFA can provide technical assistance or referral to appropriate resources at the applicant's request.

(2) Doors/Openings: All doors and openings shall have a minimum net clear width of 32 inches.

(3) Bathroom/Half Bath: Provide a bathroom or half bath on the main floor with clear floor space of 30 inches by 48 inches.

If the applicant feels that some or all of the project's proposed buildings will be unable to meet the visitability requirements due to topography or other site/design limitations, complete Form 001A -Reconsideration of Visitability Requirements. An OHFA-appointed architect will be in contact to work out solutions or will make a determination of whether to waive one or more of the visitability requirements.

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.

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.

All requests for exceptions to items a., e., f., g., h. and k. above must be submitted to OHFA no later than one month prior to the application deadline. In addition, 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. 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.

25. Universal Design Features (not applicable for bond-financed projects)

Projects are required to provide the general universal design requirements as well as the universal design features for both kitchens and bathrooms. Details of these requirements can be found in Exhibit M.

26. Mini-Phase I Environmental Site Assessment (MP-1)

A Mini-Phase I Environmental Site Assessment (MP-1) must be submitted. The scope of work for the MP-1 may be found in Exhibit N. OHFA reserves the right to reject any sites indicated to have environmental problems or hazards.

27. Capital Needs Assessment (rehabilitation of existing housing units)

A capital needs assessment must be submitted for all proposals for the rehabilitation of existing housing units. The assessment must conform to the standards outlined in Exhibit L.

Application Corrections: Applicants will have the opportunity to correct administrative errors or omissions found during the application review process.

During the review period, OHFA will notify each applicant of any administrative deficiencies, and applicants will have one week to submit additional information to correct any administrative errors. OHFA will not accept any additional information after the one week correction 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 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.

F. Competitive Evaluation

OHFA will conduct a competitive evaluation of proposed project sites. This review will encompass market criteria, project design and amenities, site location and quality, and development team criteria. The projects in each allocation pool will be compared and ranked in order of preference based on these criteria as a result of the evaluation. OHFA may also eliminate a project from further consideration following this evaluation or during the evaluation process.

The applicant must submit a narrative describing how the proposed project will meet or address the Selection Criteria in the Competitive Evaluation. The narrative must address all of the Selection Criteria regardless of whether the project meets each criterion. If the project does not meet one of the criteria or contains a potential development concern or incompatible use, describe how these issues will be mitigated during the development process.

OHFA will conduct a site visit in order to gather information that will be used to help rank the applications in each allocation pool. The applicant must clearly mark the physical location of the project site and provide a detailed map that depicts the roads leading to the site so that OHFA staff may easily conduct a site visit. Up to two representatives of the applicant who are familiar with the housing proposal are encouraged to accompany OHFA staff on the site visit in order to describe how the proposal meets the Site Location and Project Design criteria and to answer any questions that staff may have. The applicant may request in advance that additional representatives be present if necessary and acceptable to OHFA. Applicants for scattered-site projects must be available to provide a tour of the sites and neighborhoods. All site visits will be scheduled at a time convenient to OHFA review staff.

Selection Criteria

1. Market Criteria: OHFA prefers projects that best meet the following guidelines. Data from the OHFA Statewide Rental Housing Analysis (SRHA) and annual operating surveys will be used to determine the vacancy and penetration rates for each county and submarket. All of the sites to be included in a project must be located within one Primary Market Area (PMA).

a. Housing Credit Vacancy Rate

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 preference. 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). Refer to Exhibit P for more information.

The market analyst for the project may also present statistical evidence indicating a vacancy rate equal to or less than the statewide average in the Primary Market Area (PMA) to receive preference, or may present reasons that a high vacancy rate will not affect the viability of the proposed development. OHFA reserves the right to override the analyst’s recommendation.

b. Market Vacancy Rate

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 preference. Refer to Exhibit P for more information.

The market analyst for the project may also present statistical evidence indicating a vacancy rate equal to or less than the statewide average in the Primary Market Area (PMA) to receive preference, or may present reasons that a high vacancy rate will not affect the viability of the proposed development. OHFA reserves the right to override the analyst’s recommendation.

c. Penetration Rate

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 preference. 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). Refer to Exhibit P for more information.

The market analyst for the project may also present statistical evidence indicating a penetration rate equal to or less than the statewide average in the Primary Market Area (PMA) to receive preference, or may present reasons that a high penetration rate will not affect the viability of the proposed development. OHFA reserves the right to override the analyst's recommendation.

d. Growth Rate for Income-Qualified Households

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 2008 and 2013 will receive preference. OHFA will use 2008 HISTA data created by Ribbon Demographics to determine the counties or submarkets eligible for the preference. 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). Refer to Exhibit P for more information.

The market analyst for the project may also present statistical evidence indicating a positive growth rate for households with incomes between 0% and 60% AMGI in the Primary Market Area (PMA) to receive preference, or may present reasons that a negative growth rate will not affect the viability of the proposed development. OHFA reserves the right to override the analyst's recommendation.

Nominal Market Impact:

Preference may also be given for this item if the number of proposed units is equal to or less than 2% of the 40% to 60% AMGI income qualified households in the county or submarket by project type as determined by OHFA. Refer to Exhibit Q for a listing of maximum units by project type – family or senior (age 55 or older).

2. Project Design & Amenities (Exhibit S): OHFA values projects that best meet the following guidelines:

a. Design and layout of buildings, green spaces and pedestrian areas on the site that are appropriate for the area (i.e. urban, rural, or a particular place) and population (i.e. families, seniors, permanent supportive housing, etc.) to be served.

b. Design of residential units that meet the energy efficiency rating standards as defined in OHFA Form 001.

c. Structural amenities that are appropriate for the area and population to be served, including but not limited to safety features, laundry facilities, storage space and parking accommodations.

d. Scale, design and architecture that are aesthetically compatible with buildings located in the surrounding area. The design should incorporate the surrounding neighborhood and/or topographical features in order to take full advantage of scenic qualities.

e. Provision for community and recreational spaces that are appropriate for the population to be served. Spaces should be located on-site where feasible, or within a reasonable distance considering the area and population to be served.

f. Adequacy of the scope of work for rehabilitation properties. The scope of work will be compared to the capital needs assessment in order to determine the feasibility of the rehab. All major structures, systems and components of the buildings must be accounted for and replaced or repaired as necessary. All completed design features and finishes should emulate projects that are appropriate for that market area.

3. Site Location & Quality (Exhibit R): OHFA values projects that best meet the following guidelines:

a. Availability of and access to appropriate public services, including: public transportation; public safety (police/fire department); schools; day care/after school programs; library; community center. The area and population to be served will be considered in the evaluation of the site.

b. Availability of and access to appropriate community services, including: shopping (gas, grocery, banking, pharmacy, etc.); restaurants; parks; recreational facilities; hospital/health care facilities. The area and population to be served will be considered in the evaluation of the site.

c. Visibility of the site should be maximized in order to enhance its marketability (while high traffic corridors may improve the visibility they may also prove as a deterrent). Applicants are encouraged to create a balance between the visible aspects of the site and its accessibility.

d. Sites are to provide appropriate levels of accessibility for the future residents. Posted speed limits and the appropriate number of lanes on publicly maintained roadways should provide safe routes to traverse at all times. Applicants are encouraged to provide appropriate points of ingress/egress in order to promote public safety.

e. Potential development concerns located on, adjacent to, or near the site, such as environmental hazards related to increased noise levels, above ground storage tanks, environmental justice (a.k.a., overly concentrated low-income housing or otherwise undesirable location), wetlands, topography concerns, and the presence of health and safety issues. The applicant must explain in their narrative whether such items will have an adverse effect on the development of the site.

f. Effect of incompatible uses located on, adjacent to, or near the site that may adversely affect residents, including but not limited to: high power transmission lines, sub-stations and towers; railroad tracks; high traffic corridors; factories; industrial plants; salvage yards; landfills; water treatment facilities; water towers; and cell phone towers. The applicant must explain in their narrative whether such uses will have an adverse effect on the residents of the property.

g. Contributes to an existing community revitalization plan or redevelopment initiative. Plans approved at the city, village, township or county level will receive consideration, and must be evidenced in a formal manner via correspondence from appropriate local officials that cite specific references in the plan, copies of applicable portions of the community development plan, and/or other written means. The type of housing to be developed (i.e. apartments, single-family homes, etc.), the location of housing within the jurisdiction and the population to be served will be considered.

4. Development Team: OHFA values projects that best meet the following guidelines:

a. OHFA values projects whose development team has a presence within the State of Ohio. An application may qualify if the general partners/managing members (other than the investor member), developers, and/or management company have their principal offices located in Ohio, or have successfully developed, have an ownership interest in and/or manage affordable housing properties in Ohio.

b. OHFA values projects in which 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 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 if the central office is not located in the project county. The proposed project must be located in a Geographic Pool B or C area 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.

c. OHFA values projects whose development team members have experience developing and/or managing the type of housing product proposed in the application. Product types may include senior housing, lease-purchase projects, permanent supportive housing, substantial and/or historic rehabilitation, or other relevant types of housing.

d. OHFA values projects whose development team members have experience developing and/or managing affordable housing in the location or type of geographic area proposed in the application. This may include development in a particular city or county, or development in urban, suburban, rural or other types of geographic areas.

e. OHFA will evaluate the previous housing development and ownership experience of the general partners and developers for the proposed project. This includes Housing Credit properties developed in Ohio or other states, and other affordable housing properties developed with public funds in Ohio or other states. These properties must be constructed and placed-into-service in order to be considered in this category. The success, quality and time period in which projects were developed will also be taken into account.

f. OHFA values projects with a vertically integrated development team (developer, property manager and one general partner), or whose development team members have previous experience working together to successfully develop affordable housing properties.

g. OHFA values development teams with the financial capacity to effectively and efficiently complete all development requirements in a timely manner.

OHFA considers the term "appropriate" in a subjective manner within the above guidelines, meaning that the feature identified will likely make the project more successful (i.e. more likely to lease units, maintain cash flow and sustain long-term viability) for the population being served. Any single feature may or may not be preferred universally among all areas, populations and housing types.

In addition to ranking applications based on the above criteria, OHFA will compare applications of the same project type and located in the same county or market area, and may prioritize and rank such applications to determine which of these projects will receive credits following the entire application review process.

Restricted Areas

An application may not be eligible for a Housing Credit allocation if OHFA awarded an initial allocation of credits to another project between 2006 and 2008 located in the same Primary Market Area (PMA) and serving the same population. This applies only if the previous application consists of newly-created affordable housing units located on single or closely grouped sites.

The number of income-eligible households in the PMA will be a factor to determine whether the application is eligible for funding. Other factors may include vacancy and penetration rates in the PMA, population to be served by the proposed project, condition and age of the existing housing stock, and whether the previous project is placed-in-service and fully leased. OHFA may also reject an application if an existing project presently in service in the PMA has occupancy difficulties due to market conditions. Applicants are encouraged to contact OHFA in advance of the application deadline with any questions regarding the status of a restricted area in which they plan to develop housing.

Response period

OHFA will strive to complete site, design and market reviews within two (2) business weeks following the on-site review. Applicants will receive a digital draft copy of the review forms via e-mail upon completion of the review. In order to ensure the highest possible standard of accuracy, thoroughness and service, applicants will have one (1) business week from the date the review was sent in order to provide a written response to issues addressed in the review. OHFA will then review the response, and communicate with the applicant as necessary. OHFA will announce the final determination of the reviews and the response period on July 2, 2009.

G. Financial Underwriting

If a project is selected to receive a reservation or allocation of Housing Credits, 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. 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).

3) At the time the project is placed-in-service and requests IRS Form(s) 8609.

After the first underwriting analysis, 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 OHFA will use the current month's applicable Housing Credit Percentage at Binding Reservation and/or Carryover to calculate the value of the Housing Credits. The owner may elect to lock in the current month's applicable Housing Credit

Percentage at reservation or at the time the project is placed-in-service. The amount of Housing Credits awarded in the Binding Reservation Agreement is the maximum that a competitive project may receive no matter what the housing credit percentage may be in the future. Projects financed with tax-exempt bonds and non-competitive credits may be eligible for a higher amount of credits at the project completion stage.

An owner may appeal a reduction of credits resulting from the financial underwriting analysis. 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. 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 will review all projects receiving a Binding Reservation Agreement, Letter of Eligibility, Carryover Allocation Agreement or 8609 Forms using the following procedures:

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

   a. 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. 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 OHFA, request a waiver. The request and reasons for the waiver must be in writing and must accompany the application. 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. This increase will be approved on a project by project basis, based upon demonstrated financial need. In order to request the increased basis projects must agree to the following conditions in order to be considered:

a. Applicants must supply two (2) proformas with their Affordable Housing Funding Application (AHFA): one assuming 100% of basis and one assuming the 130% boost requested.

b. Applicants must provide a narrative, within the AHFA, detailing the financial need for the increased basis.

c. OHFA will not accept waiver requests for annual operating expenses, annual replacement reserves, hard debt coverage ratio and operating reserves that are lower than OHFA's minimum standards published in the QAP. In addition, projects that cannot demonstrate at least 1.05 hard debt coverage, with utilizing the operating reserve, during the 15 year proforma period will be rejected if no reasonable justification is provided.

d. Applicants must agree to use a more rigorous cost certification process, based on the HUD or similar project audit model, and be subject to a random audit by OHFA. In addition, if the developer's fee percentage is 10% or more, then at least 25% (and no more than 40%) of the fee must be deferred. Fees for development teams with identities of interest will be closely examined.

g. The evaluation of acquisition basis is determined separately from new construction and rehabilitation basis. Losses in one type of basis may not be offset by increases in another type without notification and the approval of OHFA.

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

a. OHFA will require a minimum amount of investor equity per dollar of Housing Credits. The minimum amount will be determined and published two months prior to the application deadline based on equity market conditions at that time. Applicants for projects located in a qualified census tract that have difficulty achieving this standard may, upon clear demonstration to OHFA, request a waiver. The request and reasons for the waiver must be in writing and must accompany the application. 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. OHFA reserves the right to modify the equity standards at any time based on fluctuations in the equity market.

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 15 years. Any unpaid or deferred balance after Year 15 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, OHFA will first reduce Housing Development Assistance Program (HDAP) funding or Housing Development Loans, and may also reduce the Housing Credit amount so that sources

equal costs.

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. 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 115% 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, OHFA will assume the lower of the proposed rents or the maximum Housing Credit program rents (60% of AMGI) in its 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:

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 OHFA. If the gap exceeds 10% of total project costs, OHFA will require that the owner obtain additional financing to cover the gap before issuing a reservation/allocation.

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

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

h. OHFA has adopted maximum and minimum annual replacement reserve standards.

Project Type:

New Construction/Senior Housing
Maximum: $350 per unit
Minimum: $250 per unit

Acquisition/Rehabilitation or New Construction/Non-Senior
Maximum: $400 per unit
Minimum: $300 per unit

For Rural Development and FHA-financed projects, 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.

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

H. Binding Reservation Agreement

After OHFA has determined which projects will receive Housing Credits, a 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 OHFA by the fifth day of the following month in which the agreement was issued, or the reservation of Housing Credits will be invalid.

A copy of the Phase I Environmental Review (ER) report for all sites must be submitted as a condition of receiving a Binding Reservation Agreement. The report(s) must comply with current OHFA standards available at www.ohiohome.org. The owner must submit a narrative that addresses any issues raised in the report(s). OHFA reserves the right to reject any sites indicated to have environmental problems or hazards.

I. Carryover Allocation

All projects must meet all Carryover Allocation requirements as described in Section 42 of the Internal Revenue Code (IRC) 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 must evidence that the "10% test" required by Section 42 of the IRC has been met. 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. Evidence that a Federal Tax ID number has been obtained for the ownership entity.

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 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 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.

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. The appraiser must not currently be restricted from performing HUD Multifamily Accelerated Processing (MAP) appraisals within the state of Ohio. In addition, sponsors and appraisers are notified that, under certain circumstances, the appraisal may be subject to review by the Department of HUD. These circumstances include, but are not limited to, the involvement of a HUD-insured mortgage or HUD Housing Assistance (HHA) with Other Government Assistance (OGA). Examples of HHA includes Project-based Section 8 rental subsidies and continuation of Interest Reduction Payments (IRP). Examples of OGA include Low Income Housing Tax Credits, Historic Tax Credits, HOME funds, etc.

c. 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.

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

e. Conducted during 2008, although 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 L. For scattered-site rehabilitation projects, a capital needs assessment must be performed for only 50% of the buildings. Based on the assessment, OHFA reserves the right to adjust the project's total project costs and eligible basis, which may affect OHFA's financial analysis of the project.

7. 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. OHFA reserves the right to add conditions or require follow-up items in the Carryover Agreement that must be met before OHFA will issue 8609 Forms to the owner.

A request to extend the Carryover submission deadline for the 10% test or property ownership requirements must be submitted in writing with an extension fee in the amount of 5% of the Binding Reservation fee. OHFA will only approve extensions if the owner is unable to acquire the property until a later date and arrangements are made in advance. All other Carryover submission requirements must be met by the deadline.

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.

J. Project Completion Stage / 8609 Request

Upon project completion, the owner must notify OHFA of the placed-in-service date of each building and submit or complete 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. 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.

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. Owner/manager has conducted a placed-in-service meeting with the OHFA Office of Program Compliance.

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

10. 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 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. 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. The closeout process for any Housing Development Assistance Program funds awarded to the project must also be completed before 8609 Forms are issued. Any corrections or clarifications requested by OHFA must be submitted within three (3) months or a resubmission fee of $250 will be charged. OHFA reserves the right to defer processing 8609 Form requests that are received during a future competitive funding round.

Building Identification Numbers (BIN) are assigned to each building by OHFA after a request for 8609 Forms is submitted. Applicants must contact OHFA in writing with any requests to assign BIN to individual buildings prior to that time.

K. 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 submit all items indicated in the Threshold Review section, and must meet all threshold review requirements and the financial underwriting standards in order to receive a letter of eligibility for Housing Credits. These projects are not subject to the competitive criteria indicated in the QAP. 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 requirements do not apply to these projects. In addition, OHFA may 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 this waiver. 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. Evidence that a Federal Tax ID number has been obtained for the ownership entity

4. 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.

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

6. A representative of the developer or management company must meet with OHFA Program Compliance 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.

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

Allocation Process

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 OHFA of the rate election, otherwise the month the project is placed-in-service will be used.

Applications for bond-financed properties may be submitted at any time during the year. The items required for the Experience & Capacity Review must be submitted two weeks in advance for OHFA consideration. All other required items may then be submitted with the full application for housing credits. If public notification requirements have been met and any threshold deficiencies have been corrected, 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 50) and any conditions outlined in the letter of eligibility. Applicants must provide to OHFA (by the Carryover submission deadline 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 2008, although 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.

For OHFA-issued bonds, please consult the most recent OHFA Multifamily Bond Program Guidelines for appropriate submission deadlines.

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, the OHFA Compliance Handbook, and other 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

Housing Credit projects are required to comply with the following, in addition to other requirements described in the OHFA Compliance Handbook:

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/agent must schedule a ""placed-in-service meeting" with the OHFA Program Compliance Training and Technical Assistance team to discuss the lease up of the tax credit project. OHFA will attempt to combine placed in service meetings when an owner/agent is placing several projects into service within the same general time period. OHFA may elect to waive this requirement.

3. 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 is required to attend the OHFA Basic Tax Credit Compliance Training, or an approved training, a maximum of six (6) months prior to the placed-in-service date. Please refer to the OHFA web site to register for this training.

4. Within 15 days of placing the last building in service, the project owner must forward a letter to the OHFA Compliance Analyst assigned to the project 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 the following for each building in the project:

    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 IRC Section 42(d).

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

7. The owner is responsible for reporting to OHFA annually in the form and manner that OHFA specifies. The reporting process currently requires the submission of an owner certification, resident and project data, as well as other reports and certifications necessary to evidence compliance with any gap financing provided through an OHFA program. When completing the owner certification, the owner is certifying that, for the preceding 12-month period, the owner met the following requirements:

a. The 20-50 test under IRC Section 42(g)(1)(A), or 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, accompanied by a description of the change;

c. The owner has received an annual income certification from each low-income tenant, as appropriate, 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 tenant 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 a 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. OHFA requires that the owner of a Housing Credit project annually certify the residents' incomes and assets using the form(s) specified by OHFA. Projects that are 100% occupied by qualified low-income households may discontinue recertifications. The owner/agent should consult the OHFA Compliance Handbook for additional guidance.

9. OHFA has the right to review tenant files throughout the 15-year compliance period and the 15-year extended use period. 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. OHFA will provide prompt written notice to the owner of a Housing Credit project if 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 OHFA of corrective actions taken. 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 OHFA of such corrections.

10. When OHFA identifies certain instances of 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. 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 tax credit is claimed. OHFA's obligation to monitor for compliance does not make OHFA liable for owner/agent non-compliance.

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

13. OHFA requires Housing Credit owners to pay a one-time compliance monitoring fee. The fee amount for projects receiving a reservation in 2009 will be $900 per unit.

Monitoring

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 gap financing agreement.

16. Compliance requirements are communicated to owners and managers of Housing Credit projects through the OHFA Program Compliance Handbook and other means such as the Agency newsletter. Owners and managers are expected to consult these and other resources to ensure they are up-to-date regarding policies and procedures established by OHFA.

17. Changes in management company that occur after the project has placed-in-service must be approved by OHFA Program Compliance. The owner must apprise Program Compliance of the proposed change 60 days prior to terminating the services of the current management company. OHFA may require the proposed management company to fill out a due diligence questionnaire to ensure the proposed company is sufficiently qualified to manage a Housing Credit project in Ohio.

Miscellaneous

Project Changes. All project changes require OHFA approval, and all changes will be reviewed by OHFA on a case-by-case basis. Any change in a project that impacts the ranking may result in a reduction or revocation of the Housing Credit reservation or allocation. A new application, fee, public notification letters and competitive review may be required if any project characteristics change. New owners without experience in the Housing Credit program must contact the Office of Program Compliance prior to consideration by OHFA.

Failure to inform 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.

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 their experience in future funding applications to OHFA.

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

Document Correction Fee. 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 (FAQs), 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. OHFA will only contact the person listed in the application as the project contact. OHFA asks that other parties involved in a project communicate with the project contact prior to contacting the agency. The contact person for each project must attend the Next Steps meeting hosted by OHFA in the weeks immediately following the announcement of the housing credit awards.

Requesting Information. At the end of each allocation round, OHFA will make available a listing of all applications, along with a detailed report featuring the projects awarded Housing Credits in that round. Please visit the OHFA web site or contact 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.

Project Events. OHFA is pleased to send representatives to project events such as groundbreakings, ribbon cuttings and grand openings at the request of the development team. Please notify us at least two weeks in advance of such events to aid with scheduling.

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Exhibit A - Rent and Income Limits

HUD Effective Date: February 13, 2008

EXHIBIT A - 2008 RENT AND INCOME LIMITS										
2008 RENT & INCOME LIMITS			*H.U.D. Effective Date: February 13, 2008*							
County	Rent: Bedrooms	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*
Adams	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Allen	50% income		19900	22750	25600	28450	30750	33000	35300	37550
	50% rent	497	533	640	740	825	910			
	60% income		23880	27300	30720	34140	36900	39600	42360	45060
	60% rent	597	639	768	888	990	1092			
Ashland	50% income		18950	21700	24400	27100	29250	31450	33600	35750
	50% rent	473	508	610	704	786	866			
	60% income		22740	26040	29280	32520	35100	37740	40320	42900
	60% rent	568	609	732	845	943	1040			
Ashtabula	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	50% rent	526	564	677	782	872	963			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
	60% rent	631	677	813	939	1047	1155			
Athens	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Auglaize	50% income		20400	23300	26250	29150	31500	33800	36150	38500
	50% rent	510	546	656	758	845	933			
	60% income		24480	27960	31500	34980	37800	40560	43380	46200
	60% rent	612	655	787	909	1014	1119			
Belmont	50% income		16850	19300	21700	24100	26050	27950	29900	31800
	50% rent	421	451	542	626	698	771			
	60% income		20220	23160	26040	28920	31260	33540	35880	38160
	60% rent	505	542	651	752	838	925			
Brown	50% income		18550	21200	23850	26500	28600	30750	32850	35000
	50% rent	463	496	596	688	768	848			
	60% income		22260	25440	28620	31800	34320	36900	39420	42000
	60% rent	556	596	715	826	922	1017			
Butler	50% income		23150	26500	29800	33100	35750	38400	41050	43700
	50% rent	578	620	745	860	960	1059			
	60% income		27780	31800	35760	39720	42900	46080	49260	52440
	60% rent	694	744	894	1032	1152	1271			
Carroll	50% income		19200	21950	24700	27450	29650	31850	34050	36250
	50% rent	480	514	617	713	796	878			
	60% income		23040	26340	29640	32940	35580	38220	40860	43500
	60% rent	576	617	741	856	955	1054			
Champaign	50% income		20750	23700	26700	29700	32000	34400	36750	39150
	50% rent	518	555	667	771	860	948			
	60% income		24900	28440	32040	35640	38400	41280	44100	46980
	60% rent	622	666	801	925	1032	1138			
Clark	50% income		21050	24100	27100	30100	32500	34900	37300	39750

Exhibit A - 2008 Rent and Income Limits

2008 RENT & INCOME LIMITS			*H.U.D. Effective Date: February 13, 2008*							
County	Rent: Bedrooms	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*
	50% rent	526	564	677	782	872	963			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
	60% rent	631	677	813	939	1047	1155			
Clermont	50% income		23150	26500	29800	33100	35750	38400	41050	43700
	50% rent	578	620	745	860	960	1059			
	60% income		27780	31800	35760	39720	42900	46080	49260	52440
	60% rent	694	744	894	1032	1152	1271			
Clinton	50% income		21750	24900	28000	31100	33600	36100	38550	41050
	50% rent	543	583	700	808	902	995			
	60% income		26100	29880	33600	37320	40320	43320	46260	49260
	60% rent	652	699	840	970	1083	1194			
Columbiana	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Coshocton	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Crawford	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Cuyahoga	50% income		21750	24850	27950	31050	33550	36000	38500	41000
	50% rent	543	582	698	807	900	993			
	60% income		26100	29820	33540	37260	40260	43200	46200	49200
	60% rent	652	699	838	969	1080	1192			
Darke	50% income		18750	21400	24100	26750	28900	31050	33150	35300
	50% rent	468	501	602	695	776	855			
	60% income		22500	25680	28920	32100	34680	37260	39780	42360
	60% rent	562	602	723	834	931	1026			
Defiance	50% income		20650	23600	26550	29500	31850	34200	36660	38950
	50% rent	516	553	663	766	855	945			
	60% income		24780	28320	31860	35400	38220	41040	43992	46740
	60% rent	619	663	796	920	1026	1134			
Delaware	50% income		22850	26100	29400	32650	35250	37850	40500	43100
	50% rent	571	611	735	848	946	1045			
	60% income		27420	31320	35280	39180	42300	45420	48600	51720
	60% rent	685	734	882	1018	1135	1254			
Erie	50% income		21800	24900	28050	31150	33650	36150	38650	41100
	50% rent	545	583	701	810	903	996			
	60% income		26160	29880	33660	37380	40380	43380	46380	49320
	60% rent	654	700	841	972	1084	1196			
Fairfield	50% income		22850	26100	29400	32650	35250	37850	40500	43100
	50% rent	571	611	735	848	946	1045			
	60% income		27420	31320	35280	39180	42300	45420	48600	51720

OHIO Housing Finance Agency

Exhibit A - 2008 Rent and Income Limits

2008 RENT & INCOME LIMITS			*H.U.D. Effective Date: February 13, 2008*							
County	Rent: Bedrooms	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*
	60% rent	685	734	882	1018	1135	1254			
Fayette	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Franklin	50% income		22850	26100	29400	32650	35250	37850	40500	43100
	50% rent	571	611	735	848	946	1045			
	60% income		27420	31320	35280	39180	42300	45420	48600	51720
	60% rent	685	734	882	1018	1135	1254			
Fulton	50% income		21050	24050	27050	30050	32450	34850	37250	39650
	50% rent	526	563	676	781	871	961			
	60% income		25260	28860	32460	36060	38940	41820	44700	47580
	60% rent	631	676	811	937	1045	1153			
Gallia	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Geauga	50% income		21750	24850	27950	31050	33550	36000	38500	41000
	50% rent	543	582	698	807	900	993			
	60% income		26100	29820	33540	37260	40260	43200	46200	49200
	60% rent	652	699	838	969	1080	1192			
Greene	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	50% rent	526	564	677	782	872	963			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
	60% rent	631	677	813	939	1047	1155			
Guernsey	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Hamilton	50% income		23150	26500	29800	33100	35750	38400	41050	43700
	50% rent	578	620	745	860	960	1059			
	60% income		27780	31800	35760	39720	42900	46080	49260	52440
	60% rent	694	744	894	1032	1152	1271			
Hancock	50% income		21300	24350	27400	30450	32900	35300	37750	40200
	50% rent	532	570	685	791	882	974			
	60% income		25560	29220	32880	36540	39480	42360	45300	48240
	60% rent	639	684	822	950	1059	1169			
Hardin	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Harrison	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Henry	50% income		20600	23550	26500	29450	31800	34150	36500	38850

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Exhibit A - 2008 Rent and Income Limits

2008 RENT & INCOME LIMITS			*H.U.D. Effective Date: February 13, 2008*							
County	Rent: Bedrooms	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*
	50% rent	515	551	662	765	853	941			
	60% income		24720	28260	31800	35340	38160	40980	43800	46620
	60% rent	618	662	795	918	1024	1130			
Highland	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Hocking	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Holmes	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Huron	50% income		19250	22000	24750	27500	29700	31900	34100	36300
	50% rent	481	515	618	715	797	880			
	60% income		23100	26400	29700	33000	35640	38280	40920	43560
	60% rent	577	618	742	858	957	1056			
Jackson	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Jefferson	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Knox	50% income		18700	21350	24050	26700	28850	30950	33100	35250
	50% rent	467	500	601	694	773	854			
	60% income		22440	25620	28860	32040	34620	37140	39720	42300
	60% rent	561	600	721	833	928	1025			
Lake	50% income		21750	24850	27950	31050	33550	36000	38500	41000
	50% rent	543	582	698	807	900	993			
	60% income		26100	29820	33540	37260	40260	43200	46200	49200
	60% rent	652	699	838	969	1080	1192			
Lawrence	50% income		16450	18800	21150	23500	25400	27250	29150	31000
	50% rent	411	440	528	611	681	751			
	60% income		19740	22560	25380	28200	30480	32700	34980	37200
	60% rent	493	528	634	733	817	902			
Licking	50% income		22850	26100	29400	32650	35250	37850	40500	43100
	50% rent	571	611	735	848	946	1045			
	60% income		27420	31320	35280	39180	42300	45420	48600	51720
	60% rent	685	734	882	1018	1135	1254			
Logan	50% income		20850	23850	26800	29800	32200	34550	36950	39350
	50% rent	521	558	670	775	863	953			
	60% income		25020	28620	32160	35760	38640	41460	44340	47220
	60% rent	625	670	804	930	1036	1144			

Exhibit A - 2008 Rent and Income Limits

2008 RENT & INCOME LIMITS			*H.U.D. Effective Date: February 13, 2008*							
County	Rent: Bedrooms	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*
Lorain	50% income		21750	24850	27950	31050	33550	36000	38500	41000
	50% rent	543	582	698	807	900	993			
	60% income		26100	29820	33540	37260	40260	43200	46200	49200
	60% rent	652	699	838	969	1080	1192			
Lucas	50% income		21050	24050	27050	30050	32450	34850	37250	39650
	50% rent	526	563	676	781	871	961			
	60% income		25260	28860	32460	36060	38940	41820	44700	47580
	60% rent	631	676	811	937	1045	1153			
Madison	50% income		22850	26100	29400	32650	35250	37850	40500	43100
	50% rent	571	611	735	848	946	1045			
	60% income		27420	31320	35280	39180	42300	45420	48600	51720
	60% rent	685	734	882	1018	1135	1254			
Mahoning	50% income		18250	20850	23450	26050	28150	30200	32300	34400
	50% rent	456	488	586	677	755	833			
	60% income		21900	25020	28140	31260	33780	36240	38760	41280
	60% rent	547	586	703	813	906	1000			
Marion	50% income		18550	21200	23850	26500	28600	30750	32850	35000
	50% rent	463	496	596	688	768	848			
	60% income		22260	25440	28620	31800	34320	36900	39420	42000
	60% rent	556	596	715	826	922	1017			
Medina	50% income		21750	24850	27950	31050	33550	36000	38500	41000
	50% rent	543	582	698	807	900	993			
	60% income		26100	29820	33540	37260	40260	43200	46200	49200
	60% rent	652	699	838	969	1080	1192			
Meigs	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Mercer	50% income		20700	23700	26650	29600	31950	34350	36700	39050
	50% rent	517	555	666	769	858	946			
	60% income		24840	28440	31980	35520	38340	41220	44040	46860
	60% rent	621	666	799	923	1030	1136			
Miami	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	50% rent	526	564	677	782	872	963			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
	60% rent	631	677	813	939	1047	1155			
Monroe	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Montgomery	50% income		21050	24100	27100	30100	32500	34900	37300	39750
	50% rent	526	564	677	782	872	963			
	60% income		25260	28920	32520	36120	39000	41880	44760	47700
	60% rent	631	677	813	939	1047	1155			
Morgan	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			

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2008 RENT & INCOME LIMITS			*H.U.D. Effective Date: February 13, 2008*							
County	Rent: Bedrooms	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*
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Morrow	50% income		22850	26100	29400	32650	35250	37850	40500	43100
	50% rent	571	611	735	848	946	1045			
	60% income		27420	31320	35280	39180	42300	45420	48600	51720
	60% rent	685	734	882	1018	1135	1254			
Muskingum	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Noble	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Ottawa	50% income		21050	24050	27050	30050	32450	34850	37250	39650
	50% rent	526	563	676	781	871	961			
	60% income		25260	28860	32460	36060	38940	41820	44700	47580
	60% rent	631	676	811	937	1045	1153			
Paulding	50% income		18750	21400	24100	26750	28900	31050	33150	35300
	50% rent	468	501	602	695	776	855			
	60% income		22500	25680	28920	32100	34680	37260	39780	42360
	60% rent	562	602	723	834	931	1026			
Perry	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Pickaway	50% income		22850	26100	29400	32650	35250	37850	40500	43100
	50% rent	571	611	735	848	946	1045			
	60% income		27420	31320	35280	39180	42300	45420	48600	51720
	60% rent	685	734	882	1018	1135	1254			
Pike	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Portage	50% income		21600	24700	27750	30850	33300	35800	38250	40700
	50% rent	540	578	693	801	895	986			
	60% income		25920	29640	33300	37020	39960	42960	45900	48840
	60% rent	648	694	832	962	1074	1184			
Preble	50% income		19500	22300	25100	27900	30150	32350	34600	36850
	50% rent	487	522	627	725	808	893			
	60% income		23400	26760	30120	33480	36180	38820	41520	44220
	60% rent	585	627	753	870	970	1071			
Putnam	50% income		21550	24600	27700	30750	33200	35650	38150	40600
	50% rent	538	576	692	799	891	984			
	60% income		25860	29520	33240	36900	39840	42780	45780	48720
	60% rent	646	692	831	959	1069	1181			

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Exhibit A - 2008 Rent and Income Limits

2008 RENT & INCOME LIMITS			*H.U.D. Effective Date: February 13, 2008*							
County	Rent: Bedrooms	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*
	60% rent	568	609	732	845	943	1040			
Vinton	50% income		18150	20700	23300	25900	27950	30050	32100	34200
	50% rent	453	485	582	673	751	828			
	60% income		21780	24840	27960	31080	33540	36060	38520	41040
	60% rent	544	582	699	807	901	994			
Warren	50% income		23150	26500	29800	33100	35750	38400	41050	43700
	50% rent	578	620	745	860	960	1059			
	60% income		27780	31800	35760	39720	42900	46080	49260	52440
	60% rent	694	744	894	1032	1152	1271			
Washington	50% income		17550	20100	22600	25100	27100	29100	31100	33150
	50% rent	438	470	565	652	727	803			
	60% income		21060	24120	27120	30120	32520	34920	37320	39780
	60% rent	526	564	678	783	873	963			
Wayne	50% income		20700	23650	26600	29550	31900	34300	36650	39000
	50% rent	517	554	665	768	857	945			
	60% income		24840	28380	31920	35460	38280	41160	43980	46800
	60% rent	621	665	798	921	1029	1134			
Williams	50% income		19450	22200	25000	27750	29950	32200	34400	36650
	50% rent	486	520	625	721	805	888			
	60% income		23340	26640	30000	33300	35940	38640	41280	43980
	60% rent	583	624	750	865	966	1065			
Wood	50% income		21050	24050	27050	30050	32450	34850	37250	39650
	50% rent	526	563	676	781	871	961			
	60% income		25260	28860	32460	36060	38940	41820	44700	47580
	60% rent	631	676	811	937	1045	1153			
Wyandot	50% income		18600	21250	23900	26550	28650	30800	32900	35050
	50% rent	465	498	597	690	770	849			
	60% income		22320	25500	28680	31860	34380	36960	39480	42060
	60% rent	558	597	717	828	924	1019			

Exhibit B - Maximum Development Cost Per Unit
2008 HUD 221(d)(3) Mortgage Limits
HUD Effective Date: January 1, 2008

County	Non- Elevator Elevator	Bedrooms				
		Eff (0)	1	2	3	4
Adams	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Allen	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Ashland	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Ashtabula	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Athens	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Auglaize	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Belmont	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Brown	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Butler	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Carroll	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Champaign	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Clark	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Clermont	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Clinton	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Columbiana	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640

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Exhibit B - Maximum Development Cost Per Unit

County	Non- Elevator Elevator	Bedrooms				
		Eff (0)	1	2	3	4
Coshocton	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Crawford	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Cuyahoga	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Darke	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Defiance	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Delaware	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Erie	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Fairfield	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Fayette	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Franklin	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Fulton	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Gallia	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Geauga	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Greene	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Guernsey	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Hamilton	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519

Exhibit B - Maximum Development Cost Per Unit

County	Non- Elevator Elevator	Bedrooms			
		Eff (0)	1	2	3
Hancock	Non- Elevator	$117,920	$135,962	$163,973	$209,889
	Elevator	$124,096	$142,252	$172,979	$223,777
Hardin	Non- Elevator	$106,322	$122,588	$147,844	$189,244
	Elevator	$111,890	$128,260	$155,965	$201,766
Harrison	Non- Elevator	$117,920	$135,962	$163,973	$209,889
	Elevator	$124,096	$142,252	$172,979	$223,777
Henry	Non- Elevator	$117,920	$135,962	$163,973	$209,889
	Elevator	$124,096	$142,252	$172,979	$223,777
Highland	Non- Elevator	$109,221	$125,932	$151,877	$194,405
	Elevator	$114,941	$131,758	$160,218	$207,269
Hocking	Non- Elevator	$106,322	$122,588	$147,844	$189,244
	Elevator	$111,890	$128,260	$155,965	$201,766
Holmes	Non- Elevator	$117,920	$135,962	$163,973	$209,889
	Elevator	$124,096	$142,252	$172,979	$223,777
Huron	Non- Elevator	$117,920	$135,962	$163,973	$209,889
	Elevator	$124,096	$142,252	$172,979	$223,777
Jackson	Non- Elevator	$106,322	$122,588	$147,844	$189,244
	Elevator	$111,890	$128,260	$155,965	$201,766
Jefferson	Non- Elevator	$117,920	$135,962	$163,973	$209,889
	Elevator	$124,096	$142,252	$172,979	$223,777
Knox	Non- Elevator	$106,322	$122,588	$147,844	$189,244
	Elevator	$111,890	$128,260	$155,965	$201,766
Lake	Non- Elevator	$117,920	$135,962	$163,973	$209,889
	Elevator	$124,096	$142,252	$172,979	$223,777
Lawrence	Non- Elevator	$106,322	$122,588	$147,844	$189,244
	Elevator	$111,890	$128,260	$155,965	$201,766
Licking	Non- Elevator	$106,322	$122,588	$147,844	$189,244
	Elevator	$111,890	$128,260	$155,965	$201,766
Logan	Non- Elevator	$106,322	$122,588	$147,844	$189,244

Exhibit B - Maximum Development Cost Per Unit

County	Non- Elevator Elevator	Bedrooms				
		Eff (0)	1	2	3	4
Lucas	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Madison	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Mahoning	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Marion	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Medina	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Meigs	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Mercer	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Miami	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Monroe	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Montgomery	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Morgan	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Morrow	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Muskingum	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Noble	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Ottawa	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Paulding	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640

Exhibit B - Maximum Development Cost Per Unit

County	Non- Elevator Elevator	Bedrooms				
		Eff (0)	1	2	3	4
Perry	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Pickaway	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Pike	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Portage	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Preble	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Putnam	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Richland	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Ross	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Sandusky	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Scioto	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Seneca	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Shelby	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Stark	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Summit	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Trumbull	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Tuscarawas	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640

Exhibit B - Maximum Development Cost Per Unit

County	Non- Elevator Elevator	Bedrooms Eff (0)	1	2	3	4
Union	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
VanWert	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Vinton	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Warren	Non- Elevator	$109,221	$125,932	$151,877	$194,405	$216,576
	Elevator	$114,941	$131,758	$160,218	$207,269	$227,519
Washington	Non- Elevator	$106,322	$122,588	$147,844	$189,244	$210,826
	Elevator	$111,890	$128,260	$155,965	$201,766	$221,478
Wayne	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Williams	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Wood	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640
Wyandot	Non- Elevator	$117,920	$135,962	$163,973	$209,889	$233,825
	Elevator	$124,096	$142,252	$172,979	$223,777	$245,640

Exhibit C - Qualified Census Tracts
2008 IRS Section 42 (d)(5)(C) Qualified Census Tracts
(2000 Census Data; OMB Metropolitan Area Definitions, December 5, 2005)
Information last updated by HUD 9/17/07

STATE: Ohio												
COUNTY OR COUNTY EQUIVALENT	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**	**TRACT**
Allen County	125.00	127.00	128.00	133.00	134.00	136.00	137.00	138.00				
Ashtabula County	7.01	7.03										
Athens County	9726.00	9727.00	9728.00	9729.00	9730.00	9731.01	9731.02	9731.03				
Belmont County	115.00	116.00	121.00									
Butler County	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 County	1.00	2.00	3.00	7.00	9.01	12.00						
Columbiana County	9521.00	9523.00										
Cuyahoga County	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	1054.00	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	1119.01	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	1172.02	1173.00	1175.00	1178.00	1179.00	1181.00	1182.00	1184.00	1185.00	1186.01	1186.02
	1187.00	1188.00	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	1208.02	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 County	408.00											
Fairfield County	317.00											
Franklin County	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
	38.00	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 County	9537.00											
Greene County	2001.02											

Exhibit C - Qualified Census Tracts

Guernsey County	9776.00											

Hamilton County	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	84.00	85.02	86.01	87.00	88.00	89.00	91.00	92.00
	93.00	94.00	95.00	100.02	227.00							
Jefferson County	2.00	4.00	8.00	9.00								
Lawrence County	503.00	504.00	506.00									
Licking County	7501.00	7504.00	7525.00									
Lorain County	223.00	228.00	229.00	231.00	238.00	239.00	708.00	709.01				
Lucas County	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 County	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	8032.00	8034.00	8035.00	8037.00	8040.00	8041.00	8043.00
	8044.00	8103.00										
Meigs County	9644.00											
Montgomery County	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 County	9814.00	9821.00										
Pickaway County	201.00	204.00										
Pike County	9527.00											
Portage County	6015.01	6015.02	6015.03									
Richland County	1.00	2.00	3.00	6.00	7.00							
Scioto County	9932.00	9934.00	9935.00	9936.00								
Stark County	7001.00	7015.00	7017.00	7018.00	7021.00	7023.00	7102.00	7104.00	7105.00	7138.00	7142.00	

Exhibit C - Qualified Census Tracts

Summit County	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	5044.00	5046.00	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 County	9201.00	9205.00	9206.00	9208.00	9212.00	9324.00						
Wayne County	15.00											
Wood County	217.01	217.02	218.00									

Exhibit D - Appalachian Counties

- Adams
- Athens
- Belmont
- Brown
- Carroll
- Clermont
- Columbiana
- Coshocton
- Gallia
- Guernsey
- Harrison
- Highland
- Hocking
- Holmes
- Jackson
- Jefferson
- Lawrence
- Meigs
- Monroe
- Morgan
- Muskingum
- Noble
- Perry
- Pike
- Ross
- Scioto
- Tuscarawas
- Vinton
- Washington

Exhibit E - Communities With a Consolidated Plan

1. HUD Entitlement Cities

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

**includes Trumbull County

2. HUD Entitlement Counties

Butler
Cuyahoga
Franklin
Hamilton
Lake
Montgomery
Stark
Summit

Exhibit F - Areas With a Community Housing Improvement Strategy

1. Counties

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

2. Cities

Ashland
Ashtabula
Athens
Bellefontaine
Bryan
Bucyrus
Cambridge
Campbell
Chillicothe
Circleville
Conneaut
Coshocton
Crestline
Defiance
Delaware
Dover
East Liverpool
Eaton
Elyria
Fairborn
Fremont
Galion
Geneva
Girard
Greenfield
Hillsboro
Jackson
Kent
Kenton
Logan
London
Marietta
Marion
Martins Ferry
Marysville
Medina
Mount Vernon
Napoleon
New Philadelphia
Newton Falls
Niles
North Ridgeville
Northwood
Norwalk
Oberlin
Oregon
Piqua
Port Clinton
Ravenna
Salem
Sandusky
Sheffield Lake
Shelby
Sidney
St. Clairsville
Struthers
Tiffin
Toronto
Uhrichsville
Urbana
Van Wert
Wadsworth
Washington C.H.
Wellston
Wilmington
Wooster
Xenia
Zanesville

Exhibit G - Model Lanquage For Public Notification Letters

[PROJECT NAME]
[DEVELOPER NAME]
[ADDRESS]
[CONTACT INFORMATION

[DATE]

CERTIFIED MAIL RETURN RECEIPT REQUESTED

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

RE: [Name of Project]

Dear [Applicable Public Official]:

The purpose of this letter is to apprise your office that [Name of General Partner or Managing Member] will be the [general partner or managing member] of a residential rental development located in or within a one-half mile radius of your political jurisdiction, and plans to utilize the multifamily funding programs of the Ohio Housing Finance Agency (OHFA) for the development of this property.

[Provide a complete description of the proposed housing, including the number and type of buildings, number of units by bedroom and bath sizes, project and unit amenities, target population, services provided to residents, and any other descriptive characteristics that you wish to convey to public officials.]

The project will draw from a Primary Market Area (PMA) consisting of [indicate all applicable cities and/or townships] in County. The area is approximately bounded by to the north, to the east, to the south, and to the west. Approximately families in the market area are eligible to live in the development.

The development will be financed with [list all applicable financing sources, including conventional first mortgage, Housing Credit proceeds, HDAP funds, local funding sources, etc.]

Timeline: Construction cycle beginning in [month, year] and ending in [month, year]. The lease-up period will be within [number of months] from completion with an estimated % stabilized occupancy rate.

Income and Rent Targeting:

% of the units at or below 35% of area median gross income ($).

% of the units at or below 50% of area median gross income ($).

% of the units at or below 60% of area median gross income ($).

Development Team:
[General Partners or Managing Members]
[Developer]
[Contractor]
[Property Manager]

Exhibit G - Model Lanquage For Public Notification Letters

Proposed Rents:
[Indicate the proposed net rents by bedroom size and income level, and the median market rent for comparable units in the PMA.]

Project Address:
[Be as specific as possible; note the city or township location as well as the county location.]

Number of Units:

Program(s) Utilized in the Project:
[Indicate all applicable OHFA sources, including 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 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 to the Executive Director of OHFA and be delivered by certified mail, return receipt requested.

The person to be notified at 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 OHFA within 45 days of the date of this letter.

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

Sincerely,

Name

Title of Writer

Exhibit H - Geographic Pool Areas

Category A

Akron
Canton
Cincinnati
Cleveland
Columbus
Dayton
Toledo
Youngstown

Category B

Allen
Butler
Clark
Clermont
Cuyahoga
Delaware
Fairfield
Franklin
Geauga
Greene
Hamilton
Jefferson
Lake
Licking
Lorain
Lucas
Mahoning
Medina
Miami
Montgomery
Pickaway
Portage
Richland
Stark
Summit
Trumbull
Warren
Washington
Wood

Category C

Adams
Ashland
Ashtabula
Athens
Auglaize
Belmont
Brown
Carroll
Champaign
Clinton
Columbiana
Coshocton
Crawford
Darke
Defiance
Erie
Fayette
Fulton
Gallia
Guernsey
Hancock
Hardin
Harrison
Henry
Highland
Hocking
Holmes
Huron
Jackson
Knox

Category C
(continued)

Lawrence
Logan
Madison
Marion
Meigs
Mercer
Monroe
Morgan
Morrow
Muskingum
Noble
Ottawa
Paulding
Perry
Pike
Preble
Putnam
Ross
Sandusky
Seneca
Scioto
Shelby
Tuscarawas
Union
Van Wert
Vinton
Wayne
Williams
Wyandot

Exhibit I - Geographic Regions

NORTHEAST

Ashtabula
Carroll
Columbiana
Coshocton
Cuyahoga
Geauga
Holmes
Lake
Lorain
Mahoning
Medina
Portage
Stark
Summit
Trumbull
Tuscarawas
Wayne

NORTHWEST

Allen
Auglaize
Defiance
Erie
Fulton
Hancock
Hardin
Henry
Huron
Lucas
Mercer
Ottawa
Paulding
Putnam
Sandusky
Seneca
Van Wert
Williams
Wood
Wyandot

SOUTHEAST

Athens
Belmont
Gallia
Guernsey
Harrison
Hocking
Jackson
Jefferson
Lawrence
Meigs
Monroe
Morgan
Muskingum
Noble
Perry
Pike
Ross
Scioto
Vinton
Washington

SOUTHWEST

Adams
Brown
Butler
Champaign
Clark
Clermont
Clinton
Darke
Greene
Hamilton
Highland
Logan
Miami
Montgomery
Preble
Shelby
Warren

Exhibit J - 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.

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

Exhibit J - Market Study Index

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

Exhibit K - Supportive Service Plan Index and 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. 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.
5. Project must annually set-aside at least $100 per unit for service coordination.

Exhibit K - Supportive Service Plan Index and Requirements

Description of Services

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.

Support Letters

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

Requirements

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.

Description of Services

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).

Exhibit K - Supportive Service Plan Index and Requirements

Support Letters

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.

Exhibit K - Supportive Service Plan Index and Requirements

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.

Exhibit K - Supportive Service Plan Index and Requirements

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.

Exhibit L - Capitol 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

Exhibit M - Universal Design Requirements

These universal design elements should be considered as minimums, except where noted. Enhancements or additional features can be a positive factor in the funding evaluation process. Make sure to note on you application where you have exceeded the minimums.

(Remember that any of the units that are covered under any other Federal, State or Local legislation may require more or less or different elements than the OHFA requirements)

Alternatives and substitutions that perform substantially the same function as the elements below will be evaluated by OHFA staff or OHFA commissioned professionals. Please submit OHFA Form 001B – Reconsideration of Universal Design Requirements early in the process. OHFA will work with your design professional to insure compliance with the requirements.

New Construction

All of the following elements must be incorporated into the design of all newly constructed units.

General Universal Design Features: (new construction)

Entry

Sensor light at exterior no-step entry focusing on the front-door lock
36-inch exterior door
Non-slip flooring in foyer
Doorbell accessible to a seated person
Lever hardware on all exterior doors

Thresholds

Exterior maximum of ½ inch beveled
Interior maximum of ¼ inch beveled (flush preferred)

Interior Doors

All doorways have 32 inches of clear width (wider is better)
Lever door hardware

Interior Stairways/Hallways

Lighting which illuminates the entire stairway, landings and hallways
Hallways are at least 36" wide (wider is better)

Electrical, Lighting, Safety and Security

Light switches, thermostats and other environmental controls are placed in accessible locations no higher than 42 inches from floor. Thermostats must be easy to read (large numbers).
Electrical outlets, phone jacks and data ports are installed at least 18 inches from floor
Clear access space of 30 inches by 48 inches in front of switches, outlets and controls
Rocker or touch light switches
Wired smoke alarms to allow for future installation of visual alarms

Faucets

Lever handles or pedal-controlled
Thermostatic or anti-scald control
Pressure balanced faucets

Flooring

Smooth, non-glare, slip-resistant surfaces, interior and exterior
If carpeted, use low (less than ½ inch high pile) density, with firm pad

Exhibit M - Universal Design Requirements

Universal Design Features for Bathrooms: (new construction)
At least one wheelchair maneuverable full bathroom on the accessible level with 60-inch turning radius or acceptable T-turn space and 36-inch by 36-inch or 30-inch by 48-inch clear space

Bracing (blocking) in walls around toilet for future installation of grab bars to support 250 - 300 pounds

Either an ADA compliant tub/shower combination or a roll in, curbless (no threshold) ADA compliant shower, minimum of 36 inches wide. Installation of either of these units must also comply with ADA standards.

Light in shower stall or over tub area

Toilet 2 ½ inches higher than standard toilet (17 to 19 inches) or height-adjustable

Wall-hung sink with drain and water pipes protected to avoid burns and bumps.

Slip-resistant flooring

Universal Design Features for Kitchens: (new construction)

30-inch by 48-inch clear space at appliances or 60-inch diameter clear space for turns

Multi-level counters to accommodate people both seated and standing

Base cabinets must have some (or all) roll out shelves and lazy susans

Placement of task lighting in appropriate work areas

Loop handles on drawers and cabinets for easy grip and pull

Pull-out spray faucet; levered handles on faucets

Sink area is designed with a base cabinet with retractable doors, no center stile and removable floor. Drain and water pipes are protected to avoid burns or bumps.

Either a range with front controls and a smooth surface cook top, or a wall oven with a separate in-counter smooth surface cook top that can be used by a person who is seated. The area under the cooktop is designed with a base cabinet with retractable doors, no center stile and removable floor.

All flooring extends wall - to - wall so that it runs under the cabinets and appliances

Rehabs

All of the following elements must be incorporated into the design of the rehabbed units.

General Universal Design Features: (rehabs)

Entry

Covered entryway
Sensor light at main entrance focusing on the front-door lock
High visibility address numbers
Package shelf inside and outside of main entrance
Non-slip flooring in foyer
Doorbell accessible to a seated person
Lever hardware on all exterior doors

Thresholds

Interior maximum of ¼ inch beveled (flush preferred)

Exhibit M - Universal Design Requirements

Interior Doors

Lever door hardware on all interior doors

Interior Stairways/Hallways

Lighting which illuminates the entire stairway, landings and hallways
Handrails on both sides of the stairs (if the design permits)

Electrical, Lighting, Safety and Security

In rooms where wiring is being replaced, light switches, thermostats and other environmental controls are placed in accessible locations no higher than 42 inches from floor and electrical outlets, phone jacks and data ports are installed at least 18 inches from floor.

Thermostats must be easy to read (large numbers)

Rocker or touch light switches

Wired smoke alarms to allow for future installation of visual alarms

Faucets

Lever handles or pedal-controlled
Thermostatic or anti-scald control
Pressure balanced faucets

Flooring

Smooth, non-glare, slip-resistant surfaces, interior and exterior

Universal Design Features for Bathrooms: (rehabs)

Bracing (blocking) in walls around toilet for future installation of grab bars to support 250 - 300 pounds

Where the tub or shower is being replaced, either an ADA compliant tub/shower combination or a roll in, curbless (no threshold) ADA compliant shower, minimum of 36 inches wide is to be installed. Installation of either of these units must also comply with ADA standards.

Light in shower stall or over tub area

Where the toilet is being replaced, a toilet 2 ½ inches higher than standard toilet (17 to 19 inches) or height-adjustable is to be installed.

Where the sink and/or vanity is being replaced, a wall-hung sink is to be installed with drain and water pipes protected to avoid burns and bumps.

Slip-resistant flooring

Exhibit M - Universal Design Requirements

Universal Design Features for Kitchens: (rehabs)

If replacing the countertops and cabinets:

Multi-level counters to accommodate people both seated and standing are to be installed.
Base cabinets must have some (or all) roll out shelves and lazy susans
Sink area is designed with a base cabinet with retractable doors, no center stile and removable floor. Drain and water pipes are protected to avoid burns or bumps.

All flooring extends wall - to - wall so that it runs under the cabinets and appliances

Placement of task lighting in appropriate work areas

Loop handles on drawers and cabinets for easy grip and pull

Pull-out spray faucet; levered handles on faucets

If replacing the range, either a range with front controls and a smooth surface cook top, or a wall oven with a separate in-counter smooth surface cook top that can be used by a person who is seated is to be installed. The area under the cooktop is designed with a base cabinet with retractable doors, no center stile and removable floor.

Exhibit N - Mini-Phase I Environmental Site Assessment (MP-1)

These guidelines were specifically designed for use in screening properties for potential environmental risks. The MP-1 is not a substitute for a Phase I Environmental Site Assessment.

Site Inspection

Personnel should visit the site and complete the MP-1 as provided in attachments available on the OHFA web site. All questions should be answered as completely as possible. If personnel determine that a cover letter is a suitable means to convey information, then a cover letter should be attached to the MP-1.

Interview

Personnel are required to interview a key site contact. The key site contact may be the current owner or other person knowledgeable of the site operations and site history. The realtor or borrower (unless the borrower is the current owner) do not qualify as key site contact. The information obtained from the interview should be verified to the extent practicable during the site inspection and incorporated into the MP-1.

Photographs

At a minimum, please provide the photographs listed below. Photographs of any potential environmental concerns are also required. A minimum of 16 photographs is acceptable; however, please submit additional photographs as necessary.

Front, rear, and side views of the site,

Interior of all the buildings on site (must photograph each room), and

Adjacent properties, as visible from the site boundaries or other publicly accessible areas.

Notable site observations.

Database Report

A third party environmental database report from an approved firm, such as the Environmental Data Resources, Inc. (EDR) Transaction Screen Map Report with GeoCheck (or equivalent), must be ordered and submitted with the completed with the MP-1.

Two Historical Sources

Personnel should choose the best available historical sources to assist in evaluating the historical uses of the site. Typical sources include aerial photographs, fire insurance maps, and city directories. Please provide a written summary of the findings in a cover letter and copies of the source material as an attachment.

Exhibit O - 2008 Operating Expense Averages

Region	**Average Operating Costs Per Unit***
1	4,600
2	4,300
3	3,500
4	4,500
5	5,100
6	3,800
7	3,800
8	6,600
9	4,900
10	3,700
11	3,300
12	4,000

*costs include all operating expenses, insurance, taxes and reserves

Region 1 Columbus
Delaware, Fairfield, Fayette, Franklin, Licking, Logan, Madison, Pickaway, Union

Region 2
Toledo, Defiance, Erie, Fulton, Henry, Lucas, Ottawa, Sandusky, Williams, Wood

Region 3
Lima, Allen, Auglaize, Hancock, Hardin, Mercer, Paulding, Putnam, Van Wert

Region 4
Dayton, Champaign, Clark, Clinton, Darke, Greene, Miami, Montgomery, Preble, Shelby

Region 5
Cincinnati, Butler, Clermont, Hamilton, Warren

Region 6
Mansfield, Ashland, Crawford, Huron, Knox, Marion, Morrow, Richland, Seneca, Wyandot

Region 7
Chillicothe, Adams, Brown, Gallia, Highland, Jackson, Lawrence, Pike, Ross, Scioto, Vinton

Region 8
Cleveland, Cuyahoga, Geauga, Lake, Lorain

Region 9
Akron, Medina, Portage, Stark, Summit, Wayne

Region 10
Cambridge, Belmont, Carroll, Columbiana, Coshocton, Guernsey, Harrison, Holmes, Jefferson, Muskingum, Tuscarawas

Region 11
Marietta, Athens, Hocking, Meigs, Monroe, Morgan, Noble, Perry, Washington

Region 12
Youngstown, Ashtabula, Mahoning, Trumbull

Exhibit P - Market Criteria Data Tables

County	Single-Family TC Vacancy Rate	Multi-Family TC Vacancy Rate	Senior TC Vacancy Rate	Market Rent Vacancy Rate	Family Penetrat-ion Rate	Senior Penetrat-ion Rate	Family Growth Rate	Senior Growth Rate
Adams	N.A.	4.1%	10.7%	5.7%	24.60%	24.21%	13.7%	19.6%
Allen	8.3%	13.4%	N.A.	3.7%	41.06%	9.69%	-12.1%	-2.2%
Ashland	N.A.	8.0%	6.7%	6.2%	14.63%	14.90%	2.1%	9.2%
Ashtabula	13.8%	7.0%	0.0%	4.4%	15.46%	32.91%	-25.7%	-6.2%
Athens	N.A.	5.1%	N.A.	9.7%	10.29%	16.00%	-2.9%	8.8%
Auglaize	N.A.	9.2%	N.A.	18.5%	40.41%	0.00%	0.1%	8.5%
Belmont	0.0%	5.2%	5.2%	2.5%	21.79%	8.49%	-7.6%	4.6%
Brown	N.A.	2.8%	N.A.	8.5%	46.28%	23.22%	6.4%	18.6%
Butler	N.A.	11.2%	32.8%	7.3%	32.34%	8.30%	-7.2%	13.0%
Carroll	7.3%	7.3%	N.A.	N/A	11.14%	20.10%	-6.7%	7.6%
Champaign	N.A.	3.0%	N.A.	6.3%	36.76%	15.32%	-8.9%	6.4%
Clark	4.5%	15.3%	4.3%	5.0%	25.60%	24.57%	-18.5%	-6.6%
Clermont	N.A.	12.5%	0.0%	7.6%	38.08%	7.38%	-8.5%	12.1%
Clinton	N.A.	21.3%	0.0%	4.7%	29.26%	52.51%	-16.8%	3.8%
Columbiana	3.1%	1.2%	0.7%	5.6%	13.33%	26.48%	-8.9%	5.3%
Coshocton	N.A.	7.5%	N.A.	0.0%	14.26%	0.00%	5.3%	8.6%
Crawford	N.A.	0.0%	6.7%	7.7%	18.51%	40.18%	-12.4%	0.6%
Darke	N.A.	5.0%	3.3%	1.1%	25.11%	15.58%	-9.3%	1.9%
Defiance	N.A.	8.4%	N.A.	3.6%	29.00%	27.47%	-7.6%	5.7%
Delaware	N.A.	9.7%	N.A.	2.7%	27.39%	19.23%	1.1%	31.3%
Erie	N.A.	N.A.	N.A.	5.0%	0.00%	18.11%	-17.5%	-1.2%
Fairfield	N.A.	10.8%	N.A.	8.1%	28.82%	8.76%	-8.2%	15.2%
Fayette	2.5%	5.1%	0.0%	3.7%	67.04%	21.74%	2.2%	6.4%
Fulton	0.0%	0.0%	N.A.	7.9%	27.61%	23.88%	-9.9%	5.7%
Gallia	N.A.	17.7%	N.A.	0.0%	16.87%	0.00%	-31.1%	-15.5%
Geauga	N.A.	N.A.	N.A.	6.7%	0.00%	27.05%	-11.6%	10.7%
Greene	N.A.	15.3%	8.7%	7.0%	34.64%	24.03%	-10.7%	4.3%
Guernsey	0.0%	3.0%	N.A.	1.7%	25.61%	12.86%	-6.4%	3.3%
Hancock	N.A.	7.8%	3.6%	6.9%	29.10%	49.11%	-3.9%	9.3%
Hardin	N.A.	13.6%	8.1%	N/A	46.22%	41.15%	-3.3%	5.1%
Harrison	14.3%	14.3%	3.1%	4.3%	37.17%	52.46%	3.3%	9.5%
Henry	N.A.	9.9%	N.A.	6.0%	18.21%	27.03%	-2.0%	4.6%
Highland	19.4%	9.5%	10.2%	5.9%	34.53%	37.83%	0.5%	2.8%
Hocking	N.A.	7.4%	N.A.	N/A	38.48%	23.39%	-3.7%	14.1%
Holmes	0.0%	0.0%	N.A.	5.8%	0.00%	46.67%	-7.3%	2.8%
Huron	N.A.	N.A.	N.A.	4.6%	6.93%	31.50%	-5.3%	8.8%
Jackson	0.0%	5.3%	N.A.	7.4%	70.57%	38.89%	-2.5%	15.0%
Jefferson	0.0%	2.7%	3.4%	2.9%	33.12%	34.55%	-2.0%	14.8%
Knox	N.A.	5.1%	N.A.	5.1%	15.88%	10.39%	0.8%	14.3%
Lake	N.A.	4.8%	0.0%	3.5%	14.71%	6.47%	-9.4%	9.8%
Lawrence	N.A.	0.0%	6.0%	0.0%	10.32%	10.04%	3.9%	11.9%
Licking	N.A.	4.9%	3.5%	5.9%	24.95%	23.69%	-12.0%	10.4%
Logan	N.A.	5.9%	N.A.	5.9%	34.69%	0.00%	-19.8%	-3.4%
Lorain	2.6%	5.9%	2.6%	5.6%	24.20%	2.26%	-6.2%	9.7%
Madison	N.A.	5.3%	0.0%	3.4%	25.50%	37.50%	-12.3%	3.1%
Marion	N.A.	7.8%	3.0%	4.0%	31.28%	12.74%	-6.6%	5.7%
Medina	N.A.	8.7%	N.A.	6.0%	16.85%	0.00%	-12.1%	10.0%
Meigs	N.A.	2.1%	6.1%	N/A	15.48%	29.17%	5.3%	14.9%
Mercer	N.A.	7.7%	N.A.	9.6%	50.48%	24.03%	3.4%	12.3%
Miami	N.A.	5.9%	10.4%	3.4%	23.33%	40.29%	-13.3%	4.2%
Monroe	N.A.	N.A.	N.A.	N/A	9.39%	0.00%	3.0%	12.0%
Morgan	N.A.	N.A.	N.A.	0.0%	0.00%	28.57%	5.7%	5.7%
Morrow	N.A.	3.8%	N.A.	4.5%	12.33%	0.00%	16.3%	16.7%
Muskingum	0.0%	8.2%	32.7%	2.8%	27.89%	16.89%	-4.2%	8.5%
Noble	N.A.	4.3%	N.A.	0.0%	25.13%	0.00%	-1.8%	2.7%
Ottawa	N.A.	N.A.	2.5%	5.9%	10.41%	15.44%	-5.1%	9.9%
Paulding	N.A.	0.0%	N.A.	2.3%	62.07%	0.00%	-10.2%	1.5%
Perry	N.A.	6.1%	10.2%	0.0%	56.96%	47.02%	8.4%	16.7%
Pickaway	0.0%	9.1%	N.A.	8.0%	8.99%	34.34%	-10.4%	4.8%
Pike	N.A.	8.9%	6.9%	1.0%	29.47%	90.67%	11.1%	21.5%

Exhibit P - Market Criteria Data Tables

County	Single-Family TC Vacancy Rate	Multi-Family TC Vacancy Rate	Senior TC Vacancy Rate	Market Rent Vacancy Rate	Family Penetrat-ion Rate	Senior Penetrat-ion Rate	Family Growth Rate	Senior Growth Rate
Portage	1.8%	18.5%	2.5%	3.1%	25.23%	26.12%	-0.8%	15.0%
Preble	N.A.	3.3%	N.A.	1.7%	24.02%	23.20%	-8.4%	10.2%
Putnam	N.A.	5.9%	2.5%	7.1%	11.56%	46.05%	-5.4%	6.2%
Richland	2.9%	6.6%	N.A.	6.2%	30.42%	2.44%	-5.0%	8.9%
Ross	N.A.	8.2%	0.0%	1.1%	38.14%	32.49%	-0.3%	14.3%
Sandusky	5.0%	8.3%	4.5%	5.4%	33.18%	21.27%	-8.6%	6.6%
Scioto	N.A.	9.4%	8.9%	2.0%	8.98%	21.41%	3.3%	7.9%
Seneca	6.7%	4.1%	12.7%	5.2%	29.71%	37.33%	-7.0%	5.5%
Shelby	N.A.	10.3%	0.0%	2.1%	29.22%	44.88%	-14.5%	2.2%
Trumbull	9.5%	6.1%	2.7%	4.7%	9.06%	24.63%	-4.4%	7.6%
Tuscarawas	N.A.	N.A.	3.3%	4.7%	2.76%	4.18%	-7.3%	5.9%
Union	N.A.	8.1%	N.A.	7.3%	37.54%	0.00%	-13.0%	6.2%
Van Wert	N.A.	9.0%	N.A.	8.7%	28.17%	0.00%	-10.5%	3.1%
Vinton	N.A.	N.A.	N.A.	N/A	20.30%	0.00%	10.8%	33.2%
Warren	N.A.	8.7%	N.A.	9.1%	37.71%	0.00%	-7.6%	14.8%
Washington	N.A.	7.1%	0.0%	3.0%	9.61%	17.13%	-12.5%	2.7%
Wayne	N.A.	4.0%	46.7%	10.4%	7.79%	5.84%	-3.3%	12.8%
Williams	N.A.	12.5%	N.A.	3.3%	16.70%	13.33%	-10.4%	6.0%
Wood	N.A.	15.5%	2.0%	4.7%	18.30%	17.30%	-7.2%	7.2%
Wyandot	N.A.	2.8%	1.9%	N/A	59.02%	43.33%	-17.0%	-6.2%
Statewide Average	**4.2%**	**8.4%**	**4.7%**	**5.4%**	**25.8%**	**20.8%**	**0.0%**	**0.0%**
For Preference	<=	<=	<=	<=	<=	<=	>	>
Shaded cells represent the preference								
Ohio Housing Finance Agency - 10/16/08								

ohfa OHIO Housing Finance Agency

Exhibit P - Market Criteria Data Tables

Submarket	Single-Family TC Vacancy Rate	Multi-Family TC Vacancy Rate	Senior TC Vacancy Rate	Market Rent Vacancy Rate	Family Penetrat-ion Rate	Senior Penetrat-ion Rate	Family Growth Rate	Senior Growth Rate
Akron Central	3.3%	7.3%	0.0%	5.7%	46.78%	6.6%	-6.4%	5.8%
Akron East	3.8%	6.5%	0.6%	3.6%	12.75%	21.2%	0.0%	14.7%
Akron North	N.A.	N.A.	N.A.	4.2%	0.00%	0.0%	-5.6%	17.0%
Akron Northwest	N.A.	16.3%	N.A.	6.0%	26.43%	0.0%	-0.8%	15.2%
Akron South	1.4%	4.2%	3.1%	5.0%	10.39%	30.8%	-2.9%	14.0%
Akron West	2.6%	5.1%	1.2%	5.5%	24.50%	30.0%	-4.5%	11.9%
Canton Central	7.4%	11.5%	N.A.	7.9%	12.91%	10.3%	-8.2%	6.7%
Canton East	5.6%	7.2%	N.A.	9.3%	24.07%	9.9%	-6.2%	8.6%
Canton North	N.A.	N.A.	N.A.	6.2%	0.00%	0.0%	0.6%	12.3%
Canton West	6.0%	0.0%	7.6%	5.2%	7.89%	15.2%	-8.2%	9.5%
Cincinnati Central	N.A.	15.6%	10.0%	5.5%	51.41%	6.0%	-10.9%	4.5%
Cincinnati Near East	N.A.	0.0%	8.4%	2.3%	15.48%	33.9%	-15.9%	3.1%
Cincinnati North Central	N.A.	9.7%	8.2%	5.9%	31.40%	16.4%	-15.6%	0.0%
Cincinnati Northeast	N.A.	N.A.	N.A.	7.5%	0.00%	75.9%	-16.7%	-5.7%
Cincinnati Northeast Central	N.A.	22.4%	N.A.	6.1%	10.12%	0.0%	-21.2%	-1.7%
Cincinnati Northwest	N.A.	9.9%	N.A.	6.6%	19.62%	0.0%	-15.7%	3.7%
Cincinnati Southeast	N.A.	N.A.	N.A.	6.8%	0.00%	0.0%	-13.8%	-0.4%
Cincinnati Southwest	N.A.	7.0%	N.A.	6.5%	4.98%	0.0%	-13.2%	3.8%
Cleveland Downtown	0.0%	7.2%	2.5%	10.7%	200.38%	34.1%	-7.1%	9.2%
Cleveland East	2.9%	8.5%	5.6%	5.1%	50.26%	56.5%	-13.5%	0.1%
Cleveland Far East	N.A.	N.A.	3.0%	5.5%	17.17%	49.8%	-15.7%	0.4%
Cleveland Far West	N.A.	4.1%	0.0%	4.5%	0.00%	0.0%	-16.8%	-0.8%
Cleveland Near West	0.0%	3.7%	0.8%	3.9%	15.41%	19.8%	-15.0%	3.5%
Cleveland South	4.7%	N.A.	N.A.	5.0%	0.00%	0.0%	-15.1%	2.8%
Cleveland South Central	N.A.	20.4%	3.0%	3.6%	29.69%	15.3%	-14.6%	0.7%
Cleveland Southeast	N.A.	N.A.	N.A.	3.9%	0.00%	0.0%	-16.8%	3.8%
Cleveland Southwest	N.A.	N.A.	3.1%	6.6%	0.00%	6.2%	-16.0%	2.7%
Columbus Central	N.A.	4.4%	N.A.	4.4%	62.53%	40.0%	-10.9%	13.2%
Columbus East	12.4%	7.6%	4.8%	9.8%	48.01%	39.1%	-15.6%	1.7%
Columbus Far East	N.A.	7.4%	13.8%	9.3%	11.81%	12.2%	-10.3%	13.7%
Columbus Far Northeast	N.A.	0.0%	0.0%	6.5%	21.32%	9.3%	-7.3%	14.8%
Columbus North	0.0%	N.A.	N.A.	3.6%	2.15%	0.0%	-12.3%	12.5%
Columbus North Central	N.A.	7.4%	N.A.	3.6%	18.93%	0.0%	-8.2%	16.3%
Columbus Northeast	4.0%	9.0%	2.3%	9.5%	59.19%	37.6%	-7.5%	14.9%
Columbus Northwest	N.A.	0.0%	0.0%	4.4%	27.03%	71.8%	-8.1%	20.1%
Columbus Southeast	N.A.	7.8%	N.A.	6.0%	48.13%	14.5%	-6.9%	13.9%
Columbus Southwest	1.4%	7.5%	0.0%	8.7%	74.34%	24.6%	-9.3%	9.2%
Dayton East	2.0%	12.5%	10.4%	4.7%	14.19%	91.9%	-11.9%	3.7%
Dayton Huber Heights	N.A.	4.6%	N.A.	6.6%	21.02%	0.0%	-13.1%	10.8%
Dayton Northwest	6.5%	10.7%	5.6%	4.1%	36.07%	49.1%	-11.9%	3.6%
Dayton Southeast	5.0%	6.5%	0.4%	6.0%	34.90%	17.3%	-12.4%	2.0%
Dayton Southwest	2.0%	5.4%	4.7%	6.8%	54.11%	20.9%	-11.0%	0.4%
Dayton Vandalia	N.A.	5.6%	0.0%	5.6%	12.53%	14.6%	-10.1%	3.7%
Toledo Downtown	7.5%	16.6%	0.0%	14.0%	106.83%	63.4%	-13.1%	0.2%
Toledo North	N.A.	N.A.	N.A.	11.8%	0.00%	0.0%	-10.6%	6.9%
Toledo Oregon	N.A.	N.A.	1.4%	1.7%	4.39%	19.1%	-13.2%	3.1%
Toledo South Central	1.3%	N.A.	4.5%	5.5%	13.89%	27.4%	-8.8%	4.8%
Toledo Southwest	N.A.	6.6%	N.A.	4.3%	24.41%	0.0%	-10.0%	4.6%
Toledo West	1.7%	12.5%	3.0%	5.6%	20.78%	22.8%	-7.5%	7.5%
Youngstown Northeast	5.5%	11.9%	1.0%	3.1%	34.64%	14.2%	-4.0%	7.8%
Youngstown Northwest	N.A.	8.3%	2.0%	8.2%	9.52%	25.1%	-7.2%	5.6%
Youngstown Southeast	N.A.	N.A.	N.A.	5.4%	0.00%	0.0%	-2.6%	7.6%
Youngstown Southwest	N.A.	0.0%	N.A.	7.0%	17.57%	0.0%	-4.4%	7.2%
Statewide Average	**4.2%**	**8.4%**	**4.7%**	**5.4%**	**25.8%**	**20.8%**	**0.0%**	**0.0%**
For Preference	**<=**	**<=**	**<=**	**<=**	**<=**	**<=**	**>**	**>**
Shaded cells represent the preference								
Ohio Housing Finance Agency - 10/16/08								

Exhibit Q - Income-Qualified Households Table

County/Submarket	# of 40-60% AMGI Households - Family	2% of 40-60% AMGI Households - Family	# of 40-60% AMGI Households - Senior	2% of 40-60% AMGI Households - Senior
Adams	496	10	190	4
Allen	1,734	35	712	14
Ashland	820	16	302	6
Ashtabula	2,070	41	784	16
Athens	1,769	35	250	5
Auglaize	589	12	309	6
Belmont	1,014	20	683	14
Brown	551	11	211	4
Butler	6,691	134	1820	36
Carroll	368	7	199	4
Champaign	623	12	235	5
Clark	2,750	55	1156	23
Clermont	3,183	64	894	18
Clinton	981	20	339	7
Columbiana	1,621	32	880	18
Coshocton	533	11	370	7
Crawford	767	15	336	7
Darke	713	14	385	8
Defiance	500	10	182	4
Delaware	1,913	38	416	8
Erie	1,593	32	646	13
Fairfield	2,349	47	799	16
Fayette	443	9	230	5
Fulton	518	10	201	4
Gallia	569	11	234	5
Geauga	497	10	281	6
Greene	2,760	55	720	14
Guernsey	773	15	311	6
Hancock	1,574	31	505	10
Hardin	582	12	209	4
Harrison	226	5	122	2
Henry	390	8	148	3
Highland	585	12	267	5
Hocking	473	9	171	3
Holmes	423	8	135	3
Huron	1,039	21	381	8
Jackson	547	11	216	4
Jefferson	1,096	22	628	13
Knox	913	18	308	6
Lake	2,957	59	1608	32
Lawrence	1,192	24	498	10
Licking	2,685	54	954	19
Logan	735	15	267	5
Lorain	5,058	101	1681	34
Madison	596	12	192	4
Marion	1,087	22	526	11
Medina	1,763	35	722	14

Exhibit Q - Income-Qualified Households Table

County/Submarket	# of 40-60% AMGI Households - Family	2% of 40-60% AMGI Households - Family	# of 40-60% AMGI Households - Senior	2% of 40-60% AMGI Households - Senior
Meigs	310	6	168	3
Mercer	416	8	233	5
Miami	1,830	37	690	14
Monroe	213	4	107	2
Morgan	288	6	84	2
Morrow	430	9	160	3
Muskingum	1,409	28	663	13
Noble	187	4	78	2
Ottawa	442	9	259	5
Paulding	174	3	75	2
Perry	388	8	168	3
Pickaway	712	14	399	8
Pike	570	11	225	5
Portage	3,095	62	804	16
Preble	512	10	250	5
Putnam	294	6	152	3
Richland	2,288	46	1147	23
Ross	1,185	24	437	9
Sandusky	892	18	395	8
Scioto	1,425	29	752	15
Seneca	865	17	359	7
Shelby	705	14	254	5
Trumbull	3,092	62	1738	35
Tuscarawas	1,305	26	717	14
Union	690	14	202	4
Van Wert	355	7	118	2
Vinton	197	4	77	2
Warren	2,180	44	919	18
Washington	957	19	467	9
Wayne	1,874	37	770	15
Williams	575	12	240	5
Wood	2,361	47	659	13
Wyandot	305	6	120	2
Akron Central	2,437	49	603	12
Akron East	2,862	57	1213	24
Akron North	314	6	273	5
Akron Northwest	1,419	28	621	12
Akron South	1,598	32	678	14
Akron West	1,910	38	744	15
Canton Central	2,161	43	711	14
Canton East	1,234	25	565	11
Canton North	1,278	26	992	20
Canton West	1,521	30	867	17
Cincinnati Central	4,713	94	1178	24
Cincinnati Near East	2,494	50	878	18
Cincinnati North Central	4,356	87	1699	34
Cincinnati Northeast	645	13	261	5
Cincinnati Northeast Central	2,599	52	1353	27
Cincinnati Northwest	1,646	33	500	10

Exhibit Q - Income-Qualified Households Table

County/Submarket	# of 40-60% AMGI Households - Family	2% of 40-60% AMGI Households - Family	# of 40-60% AMGI Households - Senior	2% of 40-60% AMGI Households - Senior
Cincinnati Southeast	751	15	491	10
Cincinnati Southwest	5,502	110	1858	37
Cleveland Downtown	794	16	261	5
Cleveland East	7,023	140	2269	45
Cleveland Far East	4,037	81	2741	55
Cleveland Far West	902	18	964	19
Cleveland Near West	5,646	113	2032	41
Cleveland South	1,694	34	1002	20
Cleveland South Central	5,484	110	1694	34
Cleveland Southeast	865	17	462	9
Cleveland Southwest	2,062	41	1581	32
Columbus Central	2,226	45	527	11
Columbus East	4,066	81	1085	22
Columbus Far East	2,845	57	658	13
Columbus Far Northeast	3,162	63	809	16
Columbus North	2,603	52	692	14
Columbus North Central	5,405	108	600	12
Columbus Northeast	4,531	91	982	20
Columbus Northwest	1,095	22	312	6
Columbus Southeast	2,919	58	904	18
Columbus Southwest	5,007	100	1252	25
Dayton East	2,721	54	741	15
Dayton Huber Heights	723	14	187	4
Dayton Northwest	3,299	66	1238	25
Dayton Southeast	3,324	66	1481	30
Dayton Southwest	1,519	30	513	10
Dayton Vandalia	1,421	28	520	10
Toledo Downtown	1,464	29	483	10
Toledo North	1,999	40	581	12
Toledo Oregon	1,208	24	371	7
Toledo South Central	2,405	48	500	10
Toledo Southwest	680	14	359	7
Toledo West	2,175	44	1238	25
Youngstown Northeast	2,618	52	1321	26
Youngstown Northwest	714	14	399	8
Youngstown Southeast	376	8	323	6
Youngstown Southwest	222	4	254	5

Exhibit R - Pre-Award Site Visit Review

2009 Site Evaluation

This form represents the results of a pre-award site visit conducted by OHFA staff. This form was/is used to assist Field Staff with articulating their professional opinion relating to site and location qualities as stated in the QAP. Field Staff are tasked to determine at what level do these qualities meet OHFA's collective opinion.

The Overall Site Determination reflects the Reviewers overall professional opinion of how the subject satisfies the policy objective and intent of the QAP. The format of this Site Review Form is designed to assist the Site Reviewer with examining each "attribute" separately on its own merit. While a professional opinion is expressed for each attribute, **it is not absolute that the Overall Site Determination mirror one or a combination of a few or all of the individual determination(s) of the attributes.**

OVERALL SITE DETERMINATION

Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
	EXCEPTIONAL			**APPROPRIATE**				

A DETAILED explanation of the Overall Site Determination opinion.

Exhibit R - Pre-Award Site Visit Review

2009 Site Evaluation

Definitions:

POOR	*When it is determined that a project attribute is deemed less than adequate, inferior in quality or value thus falling short of the objective and intent of the QAP, a stated determination of "poor" will be recognized by OHFA staff.*
ADEQUATE	*When it is determined that a project attribute is deemed lawfully and reasonably sufficient (i.e. safe, descent and sanitary) for it's intended purpose but does not meet the policy objective and intent of the QAP, a stated determination of "adequate" will be recognized by OHFA staff.*
APPROPRIATE	*When it is reasonable that a project attribute meets the policy objective and intent of the QAP, a stated determination of "appropriate" will be recognized by OHFA staff.*
Very	*When it is determined that a project attribute satisfies the chosen definition to the degree of no reasonable doubt.*
Somewhat	*When it is determined that a project attribute satisfies the chosen definition to the degree of little doubt.*
Slightly	*When it is determined that a project attribute satisfies the chosen definition to a minimal degree.*
EXCEPTIONAL	*When it is reasonable that a project attribute exceeds the policy objective and intent of the QAP, a stated determination of "exceptional" will be recognized by OHFA staff.*
OUTSTANDING	*When it is reasonable that a project attribute is marked by eminence and distinction noticeably superior in exceeding the policy objective and intent of the QAP, a stated determination of "outstanding" will be recognized by OHFA staff.*

Date: 03/12/08

Time: 12:45:00 PM

Lead Reviewer:

Other Staff:

Developer/Owner Present? Yes (selected) No

If yes, who?

Weather:

Exhibit R - Pre-Award Site Visit Review

2009 Site Evaluation

ATTRIBUTE #1 - AESTHETIC COMPATIBILITY

It is OHFA's opinion, that when a project is Aesthetically Compatible that the scale, design and architecture are well-suited with the existing structures in the neighborhood. Aesthetically Compatible attributes are those that - compliment both the project and the neighborhood, will be a harmonious addition to the immediate location, and will promote the peaceful living enjoyment of the future residents.

IN MY OPINION THE AESTHETIC COMPATIBILITY FOR THIS PROJECT IS:

	EXCEPTIONAL			APPROPRIATE				
Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
( )	( )	( )	( )	( )	( )	( )	(•)	( )

Detailed Explanation

		EXCEPTIONAL			APPROPRIATE					
	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
Façade of the building is congruent with existing structures:	( )	( )	( )	( )	( )	( )	( )	( )	( )	(•)
The buildings are similar in scale to the existing structures:	( )	( )	( )	( )	( )	( )	( )	( )	( )	(•)
The design of buildings enhance the integrity of the neighborhood:	( )	( )	( )	( )	( )	( )	( )	( )	( )	(•)
The design of the building will allow future residents to take advanatge of the scenic view:	( )	( )	( )	( )	( )	( )	( )	( )	( )	(•)
Use of green space in correlation with (hard surface, retention ponds):	( )	( )	( )	( )	( )	( )	( )	( )	( )	(•)
Aesthetically Compatible in relation to OTHER factor(s), being:	( )	( )	( )	( )	( )	( )	( )	( )	( )	(•)

Detailed Explanation of "OTHER":

ATTRIBUTE #2 - VISIBILITY

It is OHFA's opinion, that when a site has appropriate visibility for it's intended use, it may possess some or all of the obvious attributes that would ensure a marketable and appealing presence within the surrounding area. Obvious visibility attributes are present when a site can be seen from a main traffic thoroughfare. This may be enhanced when a site is in close proximity to an intersection that contains a traffic light or stop sign, and is not in jeopardy of being hindered by future development or infrastructure. The topography or wooded areas could also be considered as a hindrance to visibility of a site.

IN MY OPINION THE VISIBILITY FOR THIS PROJECT IS:

	EXCEPTIONAL			APPROPRIATE				
Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
○	○	○	○	○	○	○	●	○

Detailed Explanation

		EXCEPTIONAL			APPROPRIATE					
	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
Visibility from the main thoroughfare:	○	○	○	○	○	○	○	○	○	●
Visibility from the nearest traffic light or intersection:	○	○	○	○	○	○	○	○	○	●
Visibility in relation to obvious future development:	○	○	○	○	○	○	○	○	○	●
Visibility in relation to obvious future public infrastructure:	○	○	○	○	○	○	○	○	○	●
Visibility in relation to natural hindrances:	○	○	○	○	○	○	○	○	○	●
Visibility in relation to OTHER factor(s), being:	○	○	○	○	○	○	○	○	○	●

Detailed Explanation of "OTHER":

Exhibit R - Pre-Award Site Visit Review
2009 Site Evaluation

ATTRIBUTE #3 - ACCESSIBILITY

It is OHFA's opinion, that when a site has appropriate accessibility, it may possess some or all of the attributes that would ensure ease of access by the intended population of the future rental development and the public at-large. Accessibility attributes are present when traffic patterns provide an easy to traverse route from the public roadway to the site. This can be influenced by the current traffic patterns, number of traffic lanes, posted speed limits conducive to ingress/egress of the site, the presence of an intersection close to the site, the condition of the roadways, and the presence and condition of publicly maintained sidewalks.

IN MY OPINION THE ACCESSIBILITY FOR THIS PROJECT IS:

Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
	EXCEPTIONAL			APPROPRIATE				
○	○	○	○	○	○	○	●	○

Detailed Explanation

	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
		EXCEPTIONAL			APPROPRIATE					
Traffic pattern within the accessible route to the property is:	○	○	○	○	○	○	○	○	○	●
The controlled access to the site (corner, traffic light or stop sign) is:	○	○	○	○	○	○	○	○	○	●
The general condition of the road(s) to the site is/are:	○	○	○	○	○	○	○	○	○	●
The publicly maintained sidewalks to the site are maintained:	○	○	○	○	○	○	○	○	○	●
The observed speed of traffic along the accessible route is:	○	○	○	○	○	○	○	○	○	●
Accessibility in relation to OTHER factor(s), being:	○	○	○	○	○	○	○	○	○	●

Detailed Explanation of "OTHER":

ATTRIBUTE #4 - ENVIRONMENTAL HAZARDS

It is OHFA's opinion that inappropriate development attributes known as Recognized Environmental Concerns (RECs) could be located on, or adjecant to, the proposed site. The attributes of RECs may pose a negative influence on the peaceful living environment of the project itself and/or to the surrounding neighborhood. Furthermore, OHFA understands that while REC attributes will vary from site-to-site, and have varying degrees of potential impact on the peaceful living environment of the project, OHFA acknowledges RECs are often remediated when financially feasible, when possible. Commonly discovered RECs are elevated noise levels (automobile traffic, airplanes, railroads and crossings), above ground storage tanks, wetlands, unique topography, standing bodies of water, indications of obvious health and saftey issues (undesirable elements), and concentrated areas of "low-income" housing, (a.k.a. Environmental Justice or otherwise undesireable locations).

IN MY OPINION FROM AN ENVIRONMENTAL PERSPECTIVE THE PROJECT IS:

	EXCEPTIONAL			APPROPRIATE				
Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
○	○	○	○	○	○	○	●	○

Detailed Explanation

		EXCEPTIONAL			APPROPRIATE					
	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
Absence of high noise levels, (planes, trains, automobiles, and factories):	○	○	○	○	○	○	○	○	○	●
Absence of above ground storage tanks within visible eyesight:	○	○	○	○	○	○	○	○	○	●
Absence of concentrated "low-income" housing (Environmental Justice):	○	○	○	○	○	○	○	○	○	●
Absence of steep slopes, waterways - natural or man-made:	○	○	○	○	○	○	○	○	○	●
Absence of undesirable neighborhood elements:	○	○	○	○	○	○	○	○	○	●
Absence of RECs in relation to OTHER factor(s), being:	○	○	○	○	○	○	○	○	○	●

Detailed Explanation of "OTHER":

Exhibit R - Pre-Award Site Visit Review

2009 Site Evaluation

ATTRIBUTE #5 - COMPATIBILITY

It is OHFA's opinion, that when the adjacent land use is appropriate, these uses are deemed compatible and therefore do not adversely effect the peaceful, safe living enjoyment of the planned project. Although compatible uses will vary greatly from site-to-site, incompatible uses can be defined as any use that hinders the safe, peaceful living enjoyment of the future residents. Incompatible uses could include: high voltage electric lines, towers and sub-stations, railroad tracks, high traffic corridors, factories, and industrial plants. Also to be considered are landfills, salvage yards, water treatment plants, water towers, cell phone towers, and other undesirable establishments.

IN MY OPINION FROM A COMPATIBILITY PERSPECTIVE THE PROJECT IS:

	EXCEPTIONAL			APPROPRIATE				
Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
○	○	○	○	○	○	○	●	○

Detailed Explanation

		EXCEPTIONAL			APPROPRIATE					
	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
The absence of high voltage electric lines, towers, and sub-stations:	○	○	○	○	○	○	○	○	○	●
The absence of railroad tracks:	○	○	○	○	○	○	○	○	○	●
The absence of factories/industrial:	○	○	○	○	○	○	○	○	○	●
The absence of landfills, salvage yards, water treatment plants:	○	○	○	○	○	○	○	○	○	●
The absence of water towers, cell phone towers and undesirable establishments:	○	○	○	○	○	○	○	○	○	●
The absense of high traffic corridors:	○	○	○	○	○	○	○	○	○	●
Compatibility in relation to OTHER factor(s), being:	○	○	○	○	○	○	○	○	○	●

Detailed Explanation of "OTHER":

Exhibit S - Design and Market Review

2009 Site and Market Evaluation

This form represents the results of an application review conducted by OHFA staff to assist with articulating their professional opinion regarding certain design and market criteria indicated in the QAP. Staff are tasked to determine at what level do these qualities meet OHFA's collective opinion.

Name of Project:		Type:	
Tracking #:		Population:	
City:		Pool:	
County:		Reviewer:	

The Overall Design & Market Determination reflects the Reviewer's overall professional opinion of how the subject satisfies the policy objective and intent of the QAP. The format of this Review Form is designed to assist the Reviewer with examining each "attribute" separately on its own merit. While a professional opinion is expressed for each attribute, **it is not absolute that the Overall Design & Market Determination mirror one or a combination of a few or all of the individual determination(s) of the attributes.**

OVERALL DESIGN & MARKET DETERMINATION

Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
	EXCEPTIONAL			APPROPRIATE				
☐	☐	☐	☐	☐	☐	☐	☐	☐

A DETAILED explanation of the overall opinion of Design & Market criteria:

2009 Site and Market Evaluation

Definitions:

POOR	*When it is determined that a project attribute is deemed less than adequate, inferior in quality or value thus falling short of the objective and intent of the QAP, a stated determination of "poor" will be recognized by OHFA staff.*
ADEQUATE	*When it is determined that a project attribute is deemed lawfully and reasonably sufficient (i.e. safe, descent and sanitary) for it's intended purpose but does not meet the policy objective and intent of the QAP, a stated determination of "adequate" will be recognized by OHFA staff.*
APPROPRIATE	*When it is reasonable that a project attribute meets the policy objective and intent of the QAP, a stated determination of "appropriate" will be recognized by OHFA staff.*
Very	*When it is determined that a project attribute satisfies the chosen definition to the degree of no reasonable doubt.*
Somewhat	*When it is determined that a project attribute satisfies the chosen definition to the degree of little doubt.*
Slightly	*When it is determined that a project attribute satisfies the chosen definition to a minimal degree.*
EXCEPTIONAL	*When it is reasonable that a project attribute exceeds the policy objective and intent of the QAP, a stated determination of "exceptional" will be recognized by OHFA staff.*
OUTSTANDING	*When it is reasonable that a project attribute is marked by eminence and distinction noticeably superior in exceeding the policy objective and intent of the QAP, a stated determination of "outstanding" will be recognized by OHFA staff.*

ATTRIBUTE #1 - DESIGN & LAYOUT

It is OHFA's opinion, that an appropriate design and layout includes features of the actual property that are most likely to enhance the peaceful living enjoyment of the residents. These features should promote the long-term marketability and sustainability of the housing, however may vary based on the population served and on the geographic area or particular location of the development. Design and layout attributes may include, but are not limited to, the interior design of the units, ease of access throughout the property, and appeal of the available green spaces.

IN MY OPINION THE DESIGN & LAYOUT OF THIS PROJECT IS:

	EXCEPTIONAL			APPROPRIATE				
Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
☐	☐	☐	☐	☐	☐	☐	☐	☐

Detailed Explanation:

		EXCEPTIONAL			APPROPRIATE					
	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
Interior design of the units:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Ease of access throughout the property:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Appeal of the available green spaces:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Other Design & Layout features (explain below):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

ATTRIBUTE #2 - STRUCTURAL AMENITIES

It is OHFA's opinion, that appropriate structural amenities are physical features of the property that are feasible for the location of the project and are conducive to the comfort, convenience, or enjoyment of the population to be served. These features should promote the long-term marketability and sustainability of the housing, however may vary based on the population served and on the geographic area or particular location of the development. Structural amenities may include but are not limited to safety features, laundry facilities, storage space and parking accommodations.

IN MY OPINION THE STRUCTURAL AMENITIES FOR THIS PROJECT ARE:

Outstanding	EXCEPTIONAL: Very	EXCEPTIONAL: Somewhat	EXCEPTIONAL: Slightly	APPROPRIATE: Very	APPROPRIATE: Somewhat	APPROPRIATE: Slightly	Adequate	Poor
☐	☐	☐	☐	☐	☐	☐	☐	☐

Detailed Explanation:

	Outstanding	EXCEPTIONAL: Very	EXCEPTIONAL: Somewhat	EXCEPTIONAL: Slightly	APPROPRIATE: Very	APPROPRIATE: Somewhat	APPROPRIATE: Slightly	Adequate	Poor	N A
Safety Features:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Laundry Facilities:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Storage Space:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Parking Accommodations:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Other Structural Amenities (explain below):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

ATTRIBUTE #3 - COMMUNITY & RECREATIONAL SPACES

It is OHFA's opinion, that appropriate community and recreational spaces are common areas that best meet the gathering, recreational and social activity needs of the population to be served. These features should promote the long-term marketability and sustainability of the housing, however may vary based on the population served. Spaces should be located on-site where feasible, however may be located within a reasonable distance of the project considering the population served and the geographic area or particular location of the development.

IN MY OPINION THE COMMUNITY & RECREATIONAL SPACES FOR THIS PROJECT ARE:

Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
	EXCEPTIONAL			APPROPRIATE				
☐	☐	☐	☐	☐	☐	☐	☐	☐

Detailed Explanation:

	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
		EXCEPTIONAL			APPROPRIATE					
Community spaces that are appropriate for the population:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Recreational spaces that are appropriate for the population:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

ATTRIBUTE #4 - PUBLIC SERVICES

It is OHFA's opinion, that appropriate public services are those most likely to be needed and utilized by the population served at the project. Public services include the items indicated below and any other applicable services set forth in the application. The availability of and access to services must be reasonable considering whether the property is located in an urban, suburban or rural area.

IN MY OPINION THE PUBLIC SERVICES AVAILABLE TO THIS PROJECT ARE:

Outstanding	EXCEPTIONAL: Very	EXCEPTIONAL: Somewhat	EXCEPTIONAL: Slightly	APPROPRIATE: Very	APPROPRIATE: Somewhat	APPROPRIATE: Slightly	Adequate	Poor
☐	☐	☐	☐	☐	☐	☐	☐	☐

Detailed Explanation:

	Outstanding	EXCEPTIONAL: Very	EXCEPTIONAL: Somewhat	EXCEPTIONAL: Slightly	APPROPRIATE: Very	APPROPRIATE: Somewhat	APPROPRIATE: Slightly	Adequate	Poor	N A
Public Transportation:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Public Safety (Police/Fire Department):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Schools:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Day Care/After-School Programs:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Library:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Community Center:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Other Public Services (explain below):	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

ATTRIBUTE #5 - COMMUNITY SERVICES

It is OHFA's opinion, that appropriate community services are those most likely to be needed and utilized by the population served at the project. Community services include the items indicated below and any other appropriate services set forth in the application. The availability of and access to services must be reasonable considering whether the property is in an urban, suburban or rural area.

IN MY OPINION THE COMMUNITY SERVICES AVAILABLE TO THIS PROJECT ARE:

Outstanding	Very (EXCEPTIONAL)	Somewhat (EXCEPTIONAL)	Slightly (EXCEPTIONAL)	Very (APPROPRIATE)	Somewhat (APPROPRIATE)	Slightly (APPROPRIATE)	Adequate	Poor

Detailed Explanation:

	Outstanding	Very (EXCEPTIONAL)	Somewhat (EXCEPTIONAL)	Slightly (EXCEPTIONAL)	Very (APPROPRIATE)	Somewhat (APPROPRIATE)	Slightly (APPROPRIATE)	Adequate	Poor	N A
Shopping:										
Restaurants:										
Parks:										
Recreational Facilities:										
Hospital and Health Care Facilities:										
Other Community Services (explain below):										

ATTRIBUTE #6 - COMMUNITY DEVELOPMENT PLAN

It is OHFA's opinion, that proposed housing should contribute to existing community development plans in a manner that best meets the housing needs indicated in such plans. Plans developed by the city, village, township or county in which the property is located may be considered. Each project is judged based on the type of housing to be developed, the location of the housing within the jurisdiction, and the population to be served, and how well the goals of the community are accomplished by the development of the proposed project.

IN MY OPINION THE CONTRIBUTION OF THIS PROJECT TO AN EXISTING COMMUNITY DEVELOPMENT PLAN IS:

Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor
	EXCEPTIONAL			APPROPRIATE				
☐	☐	☐	☐	☐	☐	☐	☐	☐

Detailed Explanation:

	Outstanding	Very	Somewhat	Slightly	Very	Somewhat	Slightly	Adequate	Poor	N A
		EXCEPTIONAL			APPROPRIATE					
Type of housing to be developed contributes to a plan:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Location of the housing within the jurisdiction contributes to a plan:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
Population served contributes to a plan:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
How well are the goals of the community accomplished:	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Exhibit S - Design and Market Review
2009 Site and Market Evaluation

ATTRIBUTE #7 - MARKET CRITERIA

Determine whether the county or submarket in which the housing proposal is located meets each of the Market Criteria indicated in the QAP. The housing credit vacancy rate is evaluated based on project type, which includes single-family rental homes, multifamily apartments and senior housing. The penetration rate and growth rate are evaluated based on target population of family/individuals or seniors. If the county or submarket does not meet a criterion, then review the market study and evaluate whether the Primary Market Area (PMA) for the project meets such criterion. Explain whether the PMA meets the Market Criteria as applicable in the space below.

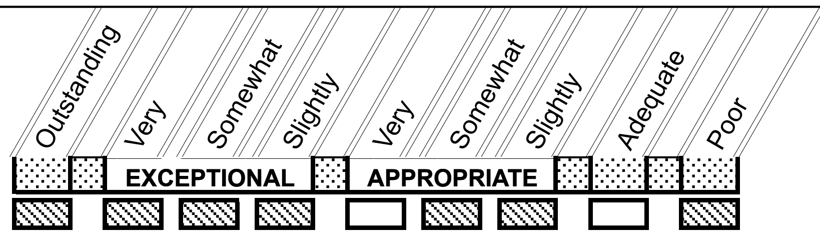
	COUNTY or SUBMARKET			PMA		
	Yes	No	N/A	Yes	No	N/A
Housing credit vacancy rate equal to or less than statewide average:	☐	☐	☐	☐	☐	☐
Market vacancy rate equal to or less than statewide average:	☐	☐	☐	☐	☐	☐
Penetration rate equal to or less than statewide average:	☐	☐	☐	☐	☐	☐
Positive growth rate for income-qualified households:	☐	☐	☐	☐	☐	☐

Explanation for PMA (as applicable):

ATTRIBUTE #8 - ENERGY EFFICIENCY

OHFA values projects in which the design of residential units meets certain minimum standards for energy efficiency. Proposals that will meet the energy efficiency standards as defined in OHFA Form 001 will be considered to be Very Appropriate in this category. Proposals that will not meet the energy efficiency standards will be considered to be Adequate in this category.

IN MY OPINION THE STRUCTURAL AMENITIES FOR THIS PROJECT ARE:



Detailed Explanation:

ohio housing finance agency
25TH ANNIVERSARY | 1983-2008

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