**OAHTC Application Request**

**[DATE OF FC]**

**PROJECT NAME**

**Project Sponsor:** SPONSOR NAME

**Property:** PROJECT NAME

ADDRESS

CITY, OR ZIP

**Owner:** SAE OWNER

**OAHTC Request: $XX** inOregon Affordable Housing Tax Credits

**Affordability:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| FUNDING SOURCE | # OF UNITS | % INCOME | % RENTS | # OF YEARS |
| OAHTC | XX | 80 | 80 | 20 |

**Target Population:** POPULATION at or below 80% AMI.

**Project Description:**

DETAILED DESCRIPTON OF THE PROJECT, LIST OUT ANY UNIQUE PROJECT ATTRIBUTES, BUILDING FEATURES, SERVICES, PARTNERSHIPS, WORKING WITH OTHER AGENCIES, ETC. INCLUDE ANY EARLIER OHCS FUNDING.

COMMITMENT TO EQUITY- WILL AFFIRMATIVELY FURTHING FAIR HOUISNG STRATEGIES BE USED? MWBE? DISCUSS PARTNERSHIPS WITH OTHERS TO ACHIEVE EQUITY GOALS

**Location:**

WHERE IS THE PROJECT LOCATED-NEIGHBORHOOD/SECTION OF CITY?

* LIST NEARBY SERVICES, MEDICAL, SCHOOLS, GROCERY, RETAIL, TRANSIT, HIGHWAYS ETC.
* OTHER MARKET OR DEMOGRAPHIC DETAIL FROM MARKET STUDY/APPRAISAL

**Architectural:**

DESCRIBE BUILDING IMPROVEMENTS (# OF BLDGS, UNIT MIX, ETC)

LIST OUT CONSTRUCTION/REHAB DETAILS/FEATURES:

* Construction/Rehabilitation cost per unit is $XX ($XX per square foot)

**Services/ Amenities:**

HOW WILL SERVICES BE PROVIDED? WHAT ARE THE COSTS AND ARE THEY REASONABLE? DESCRIBE THE ARANGEMENT BETWEEN THE OWNER AND THE PROVIDER (LOI, CONTRACT, MOU, ETC)

* LIST SERVICES
* LIST AMENITIES

**Management Agent:**

**Architect:**

**General Contractor:**

**Construction Lender:**

**Permanent Lender:**

**Development Fee:**

Total Developer fee: $XX; XX% of total project costs. This is at/below the OHCS maximum of XX%.

* Deferred Developer fees: $XX; Deferred fee will be repaid within the first XX years of operation
* Cash Developer fee: $XX

**Tenant Relocation:**

Explain if any

**Operating Budget:**

* ADDITIONAL RESTRICTIONS-OHCS AND NON-OHCS
* OAHTC pass-through will lower rents by $xx on the xx non-voucher units (if applicable)
* DESCRIBE OPERATING EXPENSES:

**Debt Service Coverage Ratio (with OAHTC):**

* First full year of operations: 1 XX.
* DCR at year 15:1.XX
* DCR at year20:1.XX
* DCR at year 30 (w/o OAHTC): 1.XX

**Environmental:**

DISCUSS PHASE I AND PHASE II (IF APPLICABLE); ARE THERE ANY ENVIRONMENTAL CONCERNS? IF SO, HOW WILL THEY BE MITIGATED.

**Items of note:**

DESCRIBE ANY PERTINENT/OUT OF THE BOX DEAL POINTS

**Project Schedule:**

* Target construction close date: XX
* Construction completion: XX
* Construction period anticipated to be XX months

**OHCS Charges:**

* OAHTC Application Charge: $1,000

**Exhibits:**

* LOCATION MAP
* SITE AND UNIT PLANS
* PHOTOS OF PROJECT (IF REHAB)