



**OREGON HOUSING and  
COMMUNITY SERVICES**

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503-986-2000 | www.oregon.gov/OHCS

### OHCS Charges Combined

Adopted by Housing Stability Council: **October 2019**

**NOTE:**

- Charges are not applicable to HOME and HTF.
- All charges **not** reflected below are unchanged and can be found in the 2024 General Policy and Guidelines Manual.

Name of Charge	Amount	Description
Document preparation and recording.	\$750.00	Applies to document preparation in addition to recording outside of initial project financing. An example would be ownership transfers.
Monitoring (Non-LIHTC Units)	\$25.00/unit	Applies to all funded, non-tax credit units. Historically funded projects are to be phased in. Monitoring charges are not stacked. If unit funded by more than one source, the largest eligible monitoring charge will be used.
Packet Review	\$300 per review	Applies to packet reviews outside of initial project financing. Examples include things such as Property Management packet updates.
Recipient Charge (Non-LIHTC)	\$2,000	Charge for all non-LIHTC projects.
Utility Consumption Modeling	\$100 plus \$3/unit	Applies to Utility Consumption Modeling used when standard models are not adopted.
<b>ORCA CHARGES</b>		
Document Preparation	\$750	Per recorded document (normally assessed in escrow)
Farmworker Tax Credits	\$200	Each development receiving credits.



ORCA Application	The lesser of \$2,500 or 0.5% of the total funds requested (not to exceed a total of \$5,000.00 when paired with 4% LIHTC).	Charge for the submission of a complete Impact Assessment application. Charges are superseded by 9% LIHTC application charges if applicable.
ORCA Reservation – Grant	1% of reservation amount (not applicable when paired with 9% LIHTC).	Reservation of resources issued as grants; often this is GHAP or HDGP. <b>NOTE:</b> Exception for layering with 9% LIHTC.
ORCA Reservation – Loan	1.5% of reservation amount (not applicable when paired with 9% LIHTC).	Reservation of resources issued as loans. <b>NOTE:</b> Exception for layering with 9% LIHTC.
Recipient Charge	Assessed on the cumulative total of ORCA resources: >\$300,000=\$2,000 LIHTC=\$2,500	After a funding Reservation is issued.
<b>4% LIHTC</b>		
Average Income	Either \$450 per unit one time charge at closing or \$15 per unit per year monitoring during compliance period	Property Assessment Fee In addition to other monitoring charges <b>NOTE:</b> Developer choice of paying per unit at closing or per unit per year.
Financial Eligibility	\$2,500	
Late Final Application	\$1,000 if received more than six months past placed-in-service date, plus \$100 per month, and \$100 per hour for re-evaluation.	
Monitoring	\$40 per unit per year for first 15-years. \$30 per unit per year after 15 years of service. \$25.00 per unit per year for scattered site. <b>NOTE:</b> This is in addition to the \$40.00 and \$30.00 noted above.	
Reservation	12% of annual allocation	



Scattered site charge	\$1,500.00 per additional site	
<b>9% LIHTC</b>		
Application	\$1,000 per application.	Charge for the submission of a 9% LIHTC application. Supersedes other application charges, if applicable.
Late Carryover	\$1,000 plus \$200 per business day, plus \$100 per hour for re-evaluation	If carryover application is received after December 1 <sup>st</sup> .
Late Final Application	\$1,000 if received more than six months past placed-in-service date, plus \$100 per month, and \$100 per hour for re-evaluation.	
Monitoring	\$40 per unit per year for first 15-years. \$30 per unit per year after 15 years of service. \$25.00 per unit per year, scattered site	
Reservation	9.5% of annual allocation	Charge for the reservation of 9% LIHTCs to a project.
<b>Tax-Exempt Conduit Bonds</b>		
Application Charge	\$1,500	Charges in this section do not apply to bond refunding's.
Draw Downs	\$10,000,000. Additional (0.5%) issuance charge.	Are allowed only on an exception basis.
Issuance Charge	1.5% if < \$10,000,000 issued (max of \$150,000)	Charge for OHCS issuing the Conduit Bonds. Applicable bond and non-bond related charges may be billed outside of Bond Issuance Charges. <b>NOTE:</b> Treasury included in issuance.
	1.5% if > \$10,000,000 issued (max of \$150,000).	
Monitoring	\$10 per unit per year of the qualified project period.	This is in addition to any applicable LIHTC monitoring charges.

