



Affordable Housing Products

Technical Assistance: Rental Projects

FHLB Des Moines Community Investment Department
2021

Learning Objectives

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AHP Program & Funding Round Overview

Technical Assistance: Rental Projects

Federal Home Loan Bank of Des Moines (FHLB Des Moines)

Who is the FHLB Des Moines?

- FHLB Des Moines is a member-owned cooperative that provides funding solutions and liquidity to nearly 1,350 members to support mortgage lending, economic development and affordable housing in the communities they serve.
- Our district includes: Alaska, American Samoa, Guam, Hawaii, Idaho, Iowa, Minnesota, Missouri, Montana, North Dakota, North Mariana Islands, Oregon, South Dakota, Utah, Washington and Wyoming
- FHLB Des Moines reserves 10% of net income for the Affordable Housing Program each year.

Affordable Housing Program

What is the Affordable Housing Program (AHP)?

- Affordable Housing Program is a competitive subsidy award program for affordable housing projects.
- Since the inception of AHP in 1990, FHLB Des Moines has awarded \$659 million to provide affordable housing opportunities to more than 110,846 families and individuals.
- AHP is subject to scoring criteria, eligibility requirements, and feasibility guidelines.
- Program guidelines are available in the **2021 AHP Implementation Plan** on the Bank's website at <https://www.fhlbdm.com/products-services/affordable-housing/>

What is an AHP Funding Round?

- Each year, FHLB Des Moines accepts AHP applications for funding. This is commonly referred to as a Funding Round.

How does my AHP project get awarded?

- AHP projects are awarded based on eligibility, scoring and feasibility.

Key Dates & AHP Award Limits

AHP Award Limits:

- \$750,000 maximum award per project
- \$40,000 maximum subsidy per unit

| Key Dates | |
|----------------------------|--------------------------|
| Technical Assistance Start | March 1, 2021 |
| Technical Assistance End | April 30, 2021 |
| Application Period Opens | May 1, 2021 |
| Application Period Closes | June 1, 2021, 4:30 PM CT |
| Awards Announced | December 2021 |

AHP Implementation Plan

What is the AHP Implementation Plan?

- Published annually, it is our guiding policy document
- This presentation will hit on key points only from the AHP Implementation Plan
- Refer to the [**AHP Implementation Plan**](#) to get all of the specifics and details, including, but not limited to:
 - Definitions
 - Eligibility
 - Feasibility and need for subsidy
 - Scoring formulas
 - Funding
 - Initial and long-term monitoring





Sponsor & Member Information

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Sponsor Information

What is a sponsor?

- Sponsors are local housing providers which typically include nonprofits, governments including Native American tribes, housing authorities and other qualifying organizations that are conducting an affordable housing project.
- Sponsors can be a not-for-profit or for-profit organization.
- Sponsors require the support of an FHLB Des Moines member to apply and to receive disbursement of the subsidy award.

What are sponsor eligibility requirements?

- To be eligible for scoring, the sponsor must be integrally involved in planning, development or management of the project. Sponsor must also have an ownership interest in the project.

Member Information – Support for Sponsor

What is a member?

- A member is an FHLB Des Moines member financial institution.
- All AHP applications require the support of a member.
- A [member directory](#) is available on the Bank's website.

Why members should partner with a sponsor?

- We encourage partnerships between members and sponsors. Member benefits include:
 - Fosters community relationships
 - Expands customer base
 - Housing programs also provide for economic development
 - Leverages local dollars
- Provides opportunity for targeted service and lending prospects.
- May qualify for Community Reinvestment Act (CRA) credit.



Application Process

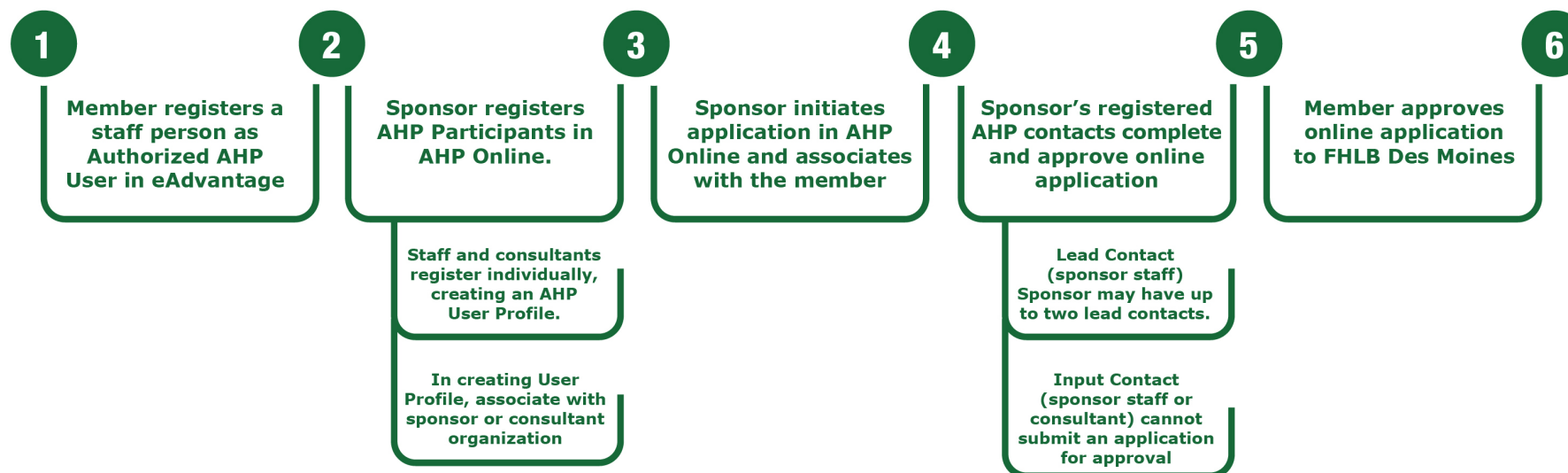
Technical Assistance: Rental Projects

Application Process

Where do I apply?

- All sponsors and members must register and complete an AHP application in [AHP Online](#), which is accessed from the Bank's website.
- If you have a User ID and have used AHP Online in previous AHP application rounds, do not create a new User ID.
- Manuals with step-by-step instructions and guidance are available on the [Bank's website](#).

What is the application process?





Eligibility

Technical Assistance: Rental Projects

Rental Eligibility Requirements

- Use of Funds: purchase, construction or rehabilitation of affordable housing
- At least 20% of the households must be at or below 50% of the Area Median Income (AMI)
- Demonstrate need for subsidy
- Timing of subsidy use:
 - ✓ Within 12 months project must have received disbursement of AHP Subsidy
 - ✓ Rental project completion within 36 months of AHP Subsidy award date
- Compliance with Fair Housing, Anti-predatory and Accessibility Regulations
- Retention of Affordability (Deed Restriction):
 - ✓ 15 years for rental projects
 - ✓ May require repayment upon sale or refinance of subsidy awarded units

AHP Ineligible Uses

- Projects that are substantially complete (> 50% construction or rehabilitation) prior to the award date are not eligible.
- Non-housing space: commercial space, leasing office, program/service space and units targeted above 80% of median income.
- Supportive services including supportive service staff.
- May not be used for refinance or revolving loan funds.
- Inpatient drug and alcohol treatment centers, nursing homes, skilled nursing and medical care facilities are not eligible for funding.

AHP Ineligible Uses

- Prepayment fees – an AHP Subsidy cannot be used to pay for prepayment fees imposed by the Bank on a member institution for a subsidized advance that is prepaid (subject to certain exceptions – see the 2021 AHP Implementation Plan.)
- Cancellation fees – an AHP Subsidy cannot be used to pay for cancellation fees and penalties imposed by the Bank on a member institution for a subsidized advance commitment that is cancelled.
- Processing fees – charged by members institutions for providing AHP Subsidies to a project
- Capitalized reserves
- Periodic deposits to reserve accounts
- Operating expenses



Scoring

Technical Assistance: Rental Projects

2021 AHP Scoring Criteria

| Points | | Scoring Criteria | |
|--------|----------------|------------------|--|
| 5 | Variable | Criteria 1 | Donated or Discounted Property |
| 10 | Fixed | Criteria 2 | Non-Profit or Government Sponsorship |
| 20 | Variable | Criteria 3 | Income Targeting |
| 5 | Fixed | Criteria 4 | Economic Opportunity/Empowerment |
| 25 | Variable | Criteria 5 | Underserved Communities |
| 12 | Variable | Criteria 6 | Community Stability, Including Affordable Housing Preservation |
| 23 | Variable | Criteria 7 | Bank District Priority |
| 100 | Maximum Points | | |

The 2020 AHP Funding Round awarded 63 projects. Scores ranged 76.272726 – 62.181817 points.

2021 AHP Scoring

Scoring Criteria 1 – Donated / Discounted Property 5 Points (Variable)

- 1 point for any land or units conveyed by the federal government.
- **Or**
- Up to 5 points (variable) for land or units donated to the project (minimum 20% donated).
- Up to 5 points (variable) for land or units purchased at a discount (minimum 20% discount from fair market value).
- Only arm's length transactions are eligible for points.
- Long term, nominal leases may qualify.
- Donation or conveyance must have occurred within 3 years of the date of the AHP application, or 7 years, at the discretion of the Bank for difficult to develop conditions.

2021 AHP Scoring

Scoring Criteria 1 – Donated / Discounted Property Calculating Your Donated Points

Points are awarded based on the following formula: $(B/A) \times 5 = \text{Point(s)}$

1. For land or units donated:

A = Total number of units or total square feet of land in the project

B = Number of units or total square feet of land donated to the project

| | Total # of Units or Total Square Feet of Land (A) | Total # of Units Donated or Total Square Feet of Land Donated (B) | Donated % (Must be > / = 20% to be eligible) | Calculated Donated Points $(B/A) \times 5 =$ |
|-----------|--|---|--|---|
| Example 1 | 9 units | 4 units | 44.44% | 2.22 points |
| Example 2 | 100,000 sq. ft. land | 21,000 sq. ft. land | 21.00% | 1.05 points |

2021 AHP Scoring

Scoring Criteria 1 – Donated / Discounted Property Calculating Your Discounted Points

Points are awarded based on the following formula: $(B/A) \times 5 = \text{Point(s)}$

2. For land or units conveyed at a discount:

A = Fair market value of total units and/or total square feet of land in the project

B = Fair market value of total units and/or total square feet of land in the project, less the total amount of conveyance

| | Fair Market Value of Total Units or Total Square Feet of Land (A) | Total Amount of Conveyance (Purchase Price) | The Discount (FMV – Purchase Price) (B) | Discount % (Must be > / = 20% to be eligible) | Calculated Discount Points (B/A) x 5 = |
|-----------|--|---|--|--|--|
| Example 1 | \$500,000 | \$300,000 | \$200,000 | 40.00% | 2.00 points |
| Example 2 | \$1,200,000 | \$972,000 | \$228,000 | 19.00% | 0.00 points |

2021 AHP Scoring

Scoring Criteria 1 – Donated/Discounted



- Evidence of Donation should be included with application
 - i.e. transfer deed, purchase agreement or letter of intent
- Appraisal or Current Assessed Value to document market value
 - Appraisal of the property's as-is value must be within 6 months prior to the date of AHP application or 6 months prior to the date of purchase agreement signing.
- 100% Donation
 - No appraisal necessary

2021 AHP Scoring

Scoring Criteria 2 – Non-profit / Government Sponsorship **10 Points (Fixed)**

- Projects whose sponsorship is by a non-profit organization, a state or political subdivision of a state, a state or regional housing agency, a local housing authority, a Native American Tribe, an Alaskan Native Village, or the government entity for a Native Hawaiian Home Lands.
- Non-profit or government sponsor must be integrally involved in the project.
- For rental projects, sponsor must have controlling ownership interest (> 50%) in both governance in decision making as well as financial interest in any returns provided by the project.

2021 AHP Scoring

Scoring Criteria 2 – Non-profit / Government Sponsorship



- Project Ownership Chart
 - Bank exhibit available on the AHP Application page of our website.
- Documentation of non-profit status
 - IRS Determination Letter

2021 AHP Scoring

Scoring Criteria 3 – Income Targeting 20 Points, (Variable)

- Minimum eligibility: 20% of the total units must be targeted to households at or below 50% AMI.
- 20 points awarded if 60% of the total units are targeted at or below 50% AMI.
- Less than 60% of the units at 50% AMI.
 - Points will be awarded on a sliding scale based on the targeting.
- Households must have incomes meeting income targeting at initial occupancy of the unit, which will be verified at project completion.
- Income targeting commitments established at application for scoring is the permanent income targeting for the 15-year retention period of the project.

2021 AHP Scoring

Scoring Criteria 3 – Income Targeting continued 20 Points (Variable)

- Occupied Projects
 - Projects that involve the purchase or rehabilitation of rental housing that is already occupied, the Income Targeting scoring criteria will be evaluated based on the income of the households that occupy the project at the time it is submitted to the Bank, unless there is an approved **Relocation Plan**.
 - Sponsors must complete a Tenant Rent Roll (Bank exhibit) showing household incomes for the occupied units.
 - Sponsor will need to validate and document tenant income at initial monitoring.
- Relocation Plan
 - A relocation plan may be any plan that is approved by any federal, state or local government funder(s) involved in the financing of the project; or
 - If a plan is not a funder requirement, then the relocation plan must address the requirements of a relocation plan as outlined in the 2021 AHP Implementation Plan.

2021 AHP Scoring

Scoring Criteria 3 – Income Targeting Calculating Your Rental Targeting Points

1. Percentage of units 50% or less of the AMI multiplied by 20 points.
2. Percentage of units more than 50% but less than or equal to 60% AMI multiplied by 18 points.
3. Percentage of units more than 60% but less than or equal to 80% AMI multiplied by 16 points.

Total score is the sum of 1, 2 and 3 above.

| # of Units (10 unit Project) | Percentage of Total Units | Points Multiplier | Points Result |
|---------------------------------|------------------------------|-------------------|--------------------------|
| 2 units \leq 50% AMI | 20% | 20 | $20 \times 20\% = 4.00$ |
| 6 units \leq 60% AMI | 60% | 18 | $18 \times 60\% = 10.80$ |
| 2 units \leq 80% AMI | 20% | 16 | $16 \times 20\% = 3.20$ |
| | | Total | 18.00 Points |

2021 AHP Scoring

Scoring Criteria 4 – Economic Opportunity/Empowerment 5 Points (Fixed)

Promotion of empowerment includes the provision of housing in combination with a program offering services that assist residents in attaining life skills or moving toward better economic opportunities.

- Project must commit to provide at least one economic opportunity/empowerment program or service to all residents to receive points.
- Services must be offered and available to all residents, absent any program eligibility requirements/criteria.
- The proposed program or service must be appropriate for the target population.
- Project programs or services that promote residents' quality of life or personal well-being, but not their economic betterment, do not qualify for points.
- Basic referral services are not eligible for points.
- Memorandum of Understanding (Bank exhibit) must be completed for each economic opportunity/empowerment service provided.

2021 AHP Scoring

Scoring Criteria 4 – Economic Opportunity/Empowerment

The project must make available to all AHP-assisted households at least one of the empowerment program or service from the following list. The proposed program or service must be appropriate for the target population or housing.

- Employment;
- Education, such as financial literacy, GED;
- Training, such as job training;
- Homebuyer, homeownership or tenant counseling;
- Child care;
- Adult daycare services;
- Tutoring;
- Health services, including mental health and behavioral health services;
- Resident involvement in decision making affecting the creation or operation of the project; or
- Workforce preparation and integration.

Sponsor must complete an Memorandum of Understanding (MOU) for each empowerment program or service that will be afforded to all households.

2021 AHP Scoring

Scoring Criteria 5 – Underserved Communities 25 points (Variable)

The sum of applicable points in each category, up to a maximum of 25 total points. Refer to Section IV of the 2021 AHP Implementation Plan: Definitions and Acronyms



2021 AHP Scoring

Housing for Underserved Communities sum of applicable points in each category.

Housing for Homeless

- If 20% or more but less than 50% = 5 points
- If 50% or more but less than 75 % = 7 points
- If 75% of more of the units for homeless = 10 points

Housing for Special Needs

- If 20% or more but less than 50% = 5 points
- If 50% or more but less than 75% = 7 points
- If 75% or more of units for special needs = 10 points

Housing for Other Targeted Populations (Veteran or Agricultural Workers)

- If at least 20% of the units = 2 points or
- If at least 50% of the units are reserved for one or the other = 5 points

2021 AHP Scoring

Homeless: A household made up of one or more individuals, other than individuals imprisoned or otherwise detained pursuant to state or federal law, who: (1) lack a fixed, regular, or adequate nighttime residence; or (2) have a primary nighttime residence that is: (a) a supervised publicly or privately owned operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill); or (b) a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, camping ground, etc. (3) Additionally, households will be considered to be homeless if they: (a) are fleeing or attempting to flee domestic violence or other dangerous or life threatening conditions; (b) will imminently lose their housing, including housing they own, rent, or live in without paying rent or are sharing with others; or (c) are “doubled-up” temporarily in another household’s dwelling unit.

Special Needs: Such as the elderly, disabled, formerly incarcerated persons, unaccompanied youth, persons recovering from substance or physical abuse (may include dating violence, sexual assault or stalking and domestic violence), or persons with HIV/AIDS. The individual with the qualifying special needs is not required to be the head of the household. See the definition of “Elderly”, “Disabled”, “Formerly Incarcerated Persons”, and “Unaccompanied Youth” in Section IV: Definitions and Acronyms. The total for special needs units cannot exceed the total project units.

2021 AHP Scoring

Veteran: A person who served in the active US military, naval or air service; and was discharged or released under conditions other than dishonorable.

- Does not include Active Duty or Surviving Spouse
- Can be any member of household
- Verify veteran status via:
 - ✓ DD214
 - ✓ VA Certificate of Eligibility
 - ✓ Veteran ID card

Agricultural Worker: Any person or household that receives more than 50% of their income from the primary production of agricultural or aqua cultural commodities. Canning, animal and animal by-product processing are excluded.

2021 AHP Scoring

Scoring Criteria 6 – Community Stability, including Affordable Housing Preservation

12 points (Variable)

| Scoring Criteria 6 – Community Stability |
|---|
| Preservation of Federally Assisted Housing = 10 points |
| Adaptive Reuse = 5 points |
| Rehabilitation or Demolition of Vacant Building = 5 points |
| Acquisition and Rehabilitation of Naturally Occurring Affordable Housing = 5 points |

2021 AHP Scoring

Scoring Criteria 6 – Community Stability continued 12 points (Variable)

- **10 points – Preservation of Federally Assisted Housing**
 - - Preservation of rental housing currently receiving one of the following:
 - HUD Section 8 project based rental assistance
 - Public Housing Authority/PHA owned units
 - HUD 202 or 811 projects
 - USDA RD 514, 515, or 516 projects
 - Existing Federal Low Income Housing Tax Credit (LIHTC) units
 - Includes PHA units being sold to a non-profit and financed with LIHTC
- **5 points – Adaptive Reuse**
 - - Conversion of a building from a non-housing use to a housing use (i.e., warehouse converted to apartments)

2021 AHP Scoring

Scoring Criteria 6 – Community Stability continued 12 points (Variable)

- **5 points – Rehabilitation or Demolition of a Vacant Building**
 - In which 100% of the units are the rehabilitation of or demolition and new construction on the same site of a vacant or abandoned building
 - Does not apply to bare land
 - Building must be chronically vacant and uninhabitable because of its poor physical condition; or
 - Is a public nuisance
 - Constitutes a blight on the surrounding area; or
 - Is in violation of the applicable housing code that it constitutes a substantial threat to the life, health, or safety of the public.

2021 AHP Scoring

Scoring Criteria 6 – Community Stability continued 12 points (Variable)

- **5 points – Acquisition and Rehabilitation of Naturally Occurring Affordable Housing**
 - In which 100% of the units are the acquisition and rehabilitation of units that are not income restricted and are converted to affordable housing
 - Minimum of \$5,000 per unit in rehabilitation costs
 - Acquisition must be arms-length transaction
 - Acquisition must have occurred within three years of the date of the AHP application
- More detail about Scoring Criteria 6 options can be found in the **2021 AHP Implementation Plan**

2021 AHP Scoring

Scoring Criteria 6 – Community Stability Documentation



- Evidence Adaptive Reuse:
 - Provide narrative on how project meets this requirement and documentation that evidences the current non-housing use of the property.
- Evidence of Vacant or Abandoned:
 - Providing narrative on how project meets this requirement and documentation that evidences the properties meet the Bank's definition. This might include an affirmative market study, appraisal or capital needs assessment, or documentation of municipal action against property to cure public nuisance or blight.
- Preservation of Federally Assisted Housing:
 - i.e. HAP contract, USDA 515 mortgage, LURA, etc.
- Acquisition and Rehabilitation of Naturally Occurring Affordable Housing:
 - i.e. title opinion

2021 AHP Scoring

Scoring Criteria 7 – Bank District Priority

23 points (Variable)

- **5 points – Projects with 100% of the units located within the FHLB Des Moines district.**
 - Projects not located within the FHLB Des Moines district may still apply; however, are not eligible for in-district points.
- **10 points – Rental New Construction 24 units or less**
- **5 points (variable 0 – 5) AHP Subsidy per unit**
 - Project with the lowest subsidy per unit = 5 points. Project with the highest subsidy per unit = 0. Projects in between receive points on a sliding scale from 0 to 5 points.

2021 AHP Scoring

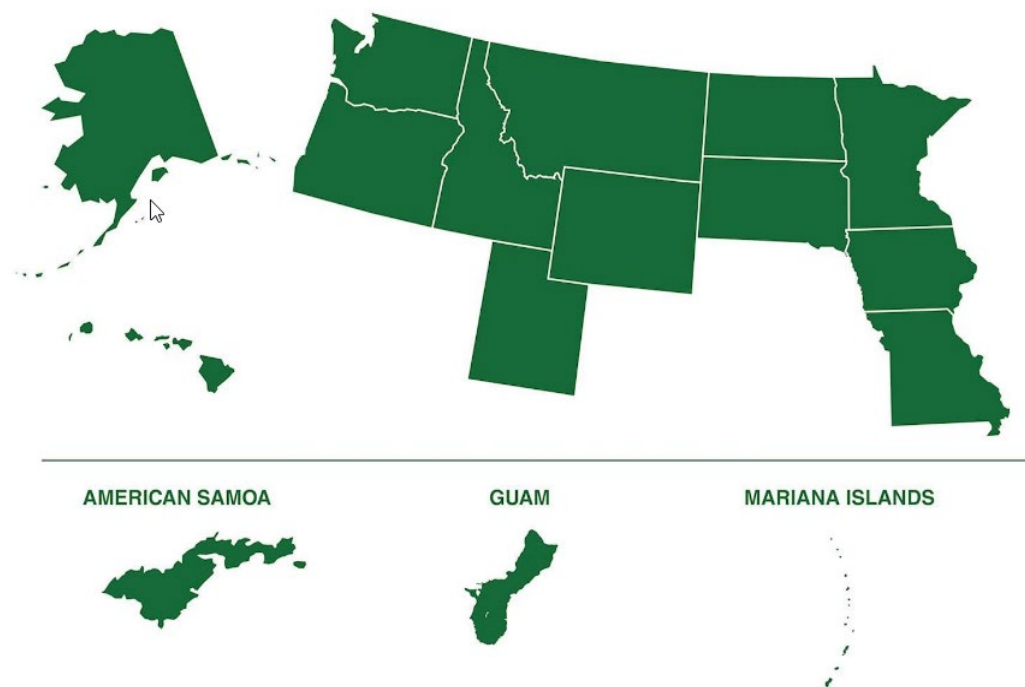
Scoring Criteria 7 – Bank District Priority continued 23 points (Variable)

- **13 points – Native Housing Projects**

- An eligible project must:
 - Be located in a Hawaiian Home Lands Housing area; or
 - Project owner is a Tribal Government, an agency of a Tribal Government (Federally Recognized Tribe or an Alaska Village or Regional Corporation), a Tribally Designated Housing Entity for the purposes of the NAHASDA, or an entity incorporated under or otherwise created in accordance with tribal law; or
 - Include Tribal Funding in the sources of funding (Indian CDBG, Indian CSBG, Indian Health Services funds, NAHASDA funding)
 - Required minimum Tribal Funding: Sources of Funds must include an amount equal to or greater than the lesser of five percent (5%) of the project's total development cost, or \$100,000.

2021 AHP Scoring

Scoring Criteria 7 – Bank District Priority



- In-District:
 - 5 points for projects with 100% of the units located in: Alaska, American Samoa, Guam, Hawaii, Idaho, Iowa, Minnesota, Missouri, Montana, North Dakota, Northern Mariana Islands, Oregon, South Dakota, Utah, Washington and Wyoming.

2021 AHP Scoring

Scoring Criteria 7 – Bank District Priority (continued)



- **Evidence of Native Housing - 13 points:**

- Provide narrative on how project meets Native Housing requirement and documentation supporting the project sponsor is a Tribal Government, an agency of Tribal Government, a corporation or liability entity incorporated under Tribal Ordinances, or
- Project include Tribal Funding in the sources of funds for proposed project such as Indian CDBG, Indian CSBG, Indian Health Service funds or NAHASDA funding.
- The amount of tribal funding, included in the sources of funds, must be an amount equal to or greater than the lesser of five percent (5%) of the project's total development costs or \$100,000.

2021 AHP Scoring

Scoring Criteria 7 – Bank District Priority



- **AHP Subsidy Per Unit - up to 5 points**
- 5 points for project with the lowest subsidy per unit
- 0 points for project with the highest subsidy per unit
- Projects in between will receive points on a sliding scale from 0-5
- Actual points will be calculated once the AHP Funding Round closes



Feasibility

Technical Assistance: Rental Projects

AHP Feasibility- The Basics

What is project feasibility?

- The Bank performs a comprehensive review of applications and reviews them against AHP feasibility guidelines in effect at the time of review.
- Projects must conform to the Bank's feasibility guidelines in regard project costs and affordability of housing.
- Costs or other project features that do not conform to guidelines may disqualify application.
- Text boxes provided for sponsor to explain applicable costs or special features of project.
- Incomplete or inconsistent applications could disqualify an application.
- Feasibility Workbooks, application exhibits, and documentation to support project components are submitted to collect information/data to determine feasibility.
 - Workbooks will alert applicants to costs that require explanation, including costs in excess of guidelines.

AHP Feasibility Guidelines

What if my project deviates from AHP feasibility guidelines?

- Deviations from guidelines do not mean automatic disqualification.
- Sponsors must justify costs or project features that do not conform to guidelines.
 - Fully explain any deviation from the guidelines using numerical data in the explanation. Explanations should be:
 - Logical and measurable
 - Quantifiable in relation to the amount by which the guideline is not met.
- Documented justifications are made in **AHP Online**.
- The Bank will consider appropriate exception to these guidelines based on the information and documentation provided.

AHP Feasibility Guidelines, cont.

Noteworthy Feasibility Items

- Acquisition must be an ARM's length transaction. If it is not, the Bank, in its discretion, may determine what costs and fees are acceptable and whether the project qualifies to receive an AHP subsidy.
- For projects where the sponsor is using LIHTC to recapitalize and rehabilitate the property, all net proceeds from the sale of the property must be reinvested into the project to be eligible for AHP subsidy.
- Projects that rely on donations for the support of the operating pro forma must be able to demonstrate they have a track record of raising the funds necessary to support the project.
- The Sponsor must be qualified and have a demonstrated ability to perform its responsibilities as committed to in the AHP Application. The Bank may request documentation in addition to what is provided with the application to determine Sponsor's capacity.
- Major changes to the project or application, source and uses or other information occurring after the AHP application has been submitted will not be accepted.



AHP Rental Feasibility Workbook

Technical Assistance: Rental Projects

AHP Rental Feasibility Workbook

What is an *AHP Rental Feasibility Workbook*?

- The *AHP Rental Feasibility Workbook* contains project information and financials to help assess eligibility, scoring and feasibility.
- Workbooks are required with each application. Workbooks must be complete, detailed and accurate.
- All projects must complete a Feasibility Workbook. Some project types will require completion of all tabs in the workbook.
- Workbooks include:
 - *Instructions*
 - *Project Worksheet*
 - *Construction/Rehabilitation Cost Breakout*
 - *Source of Funds*
 - *Summary of Uses of Funds*
 - *Operating Pro Forma – Housing*
 - *Supplementary Operating Pro Forma – Supportive Services, Commercial, Consolidated*
 - *Group Homes*
 - *Feasibility Analysis*

AHP Rental Feasibility Workbooks: Project Worksheet

Helpful Hints:

1. Income Targeting must match the targeting section in **AHP Online**. The workbook will not upload if targeting does not match.
2. Annual Rent + Rental Subsidy fields will automatically populate Operating Pro Forma – Housing tab.
3. Workbook may not load into **AHP Online** if Absorption Period is blank or missing.
4. If project has Rental Subsidies, enter the average Tenant's Monthly Rent Share after subsidies are applied.

Rental Project Worksheet

Project Name: [INSERT RENTAL PROJECT NAME]
Total Units: 35

Amounts in income targeting and rental income chart will populate with information entered in shaded areas of table below. Be sure to include manager's unit as part of the total units in

Project will include: Only multi-family buildings (5+ units/building)
Project is: Historic Rehabilitation

| Income Targeting | # Units | Rental Income | Bedroom Size | # Units |
|------------------|---------|--------------------------|--------------|---------|
| <= 50% AMI | 14 | Annual Rent \$258,996 | 0 = SRO | 8 |
| 51% - 60% AMI | 16 | Tenant's Share \$233,796 | 1 | 20 |
| 61% - 80% AMI | 0 | Rental Subsidy \$25,200 | 2 | 3 |
| Over 80% AMI | 5 | | 3 | 4 |
| Total Units | 35 | | 4 | 0 |

Absorption period (lease-up) per market study or timeline, in number of months: 3

| Activity Type | State | County | # of Units | Bedrooms per Unit | Assumed HH Size | Targeted Income | Target Income for Maximum Rents | Total Monthly Rent | Tenant's Monthly Rent Share | Housing Ratio | Annual Rent Amount |
|----------------------------|-------|--------|------------|-------------------|-----------------|-----------------|---------------------------------|--------------------|-----------------------------|---------------|--------------------|
| Acquisition/Rehabilitation | IA | Polk | 1 | 0 | 1 | <=50% | \$27,900 | \$247 | \$97 | 4.17% | \$2,964 |
| Acquisition/Rehabilitation | IA | Polk | 2 | 0 | 1 | <=50% | \$27,900 | \$442 | \$292 | 12.56% | \$10,608 |
| Acquisition/Rehabilitation | IA | Polk | 2 | 0 | 1 | <=50% | \$27,900 | \$524 | \$374 | 16.09% | \$12,576 |
| Acquisition/Rehabilitation | IA | Polk | 2 | 0 | 1 | 51%-60% | \$33,480 | \$567 | \$567 | 20.32% | \$13,608 |
| Acquisition/Rehabilitation | IA | Polk | 1 | 0 | 1 | Over 80% | | \$600 | \$600 | 0.00% | \$7,200 |
| Acquisition/Rehabilitation | IA | Polk | 2 | 1 | 1.5 | <=50% | \$29,875 | \$378 | \$228 | 9.16% | \$9,072 |
| Acquisition/Rehabilitation | IA | Polk | 5 | 1 | 1.5 | <=50% | \$29,875 | \$558 | \$408 | 16.39% | \$33,480 |
| Acquisition/Rehabilitation | IA | Polk | 5 | 1 | 1.5 | 51%-60% | \$35,850 | \$617 | \$617 | 20.65% | \$37,020 |
| Acquisition/Rehabilitation | IA | Polk | 6 | 1 | 1.5 | 51%-60% | \$35,850 | \$660 | \$660 | 22.09% | \$47,520 |
| Acquisition/Rehabilitation | IA | Polk | 2 | 1 | 1.5 | Over 80% | | \$700 | \$700 | 0.00% | \$16,800 |
| Acquisition/Rehabilitation | IA | Polk | 1 | 2 | 3 | <=50% | \$35,850 | \$668 | \$518 | 17.34% | \$8,016 |
| Acquisition/Rehabilitation | IA | Polk | 1 | 2 | 3 | Over 80% | | \$790 | \$790 | 0.00% | \$9,480 |
| Acquisition/Rehabilitation | IA | Polk | 1 | 3 | 4.5 | <=50% | \$41,400 | \$771 | \$621 | 18.00% | \$9,252 |
| Acquisition/Rehabilitation | IA | Polk | 1 | 3 | 4.5 | 51%-60% | \$49,680 | \$852 | \$852 | 20.58% | \$10,224 |
| Acquisition/Rehabilitation | IA | Polk | 2 | 3 | 4.5 | 51%-60% | \$49,680 | \$933 | \$933 | 22.54% | \$22,392 |
| Acquisition/Rehabilitation | IA | Polk | 1 | 2 | 3 | Over 80% | | \$732 | \$732 | 0.00% | \$8,784 |
| | | | | | | | | | | 0.00% | \$0 |

Totals can be found at top of page!

AHP Rental Feasibility Workbooks: Construction/Rehabilitation Cost Breakout

Helpful Hints:

1. Separate any Non-Housing Space, Accessory Buildings, and Commercial square footage from Residential square footage. Non-Housing Space is defined in Red.
2. % of Square Footage for Non-Housing Space should be approximately equal to % of Total Costs.
3. Be sure to describe all non-housing spaces(s).
4. Separate non-housing construction/rehabilitation costs from residential costs.

Construction/Rehabilitation Cost Breakout

| Does Building Have an Elevator? Is the Project Acquisition Only? | Y (%) | N/A (Y/N) | Please make sure to answer the questions at bottom of this form. | | | |
|---|-------------|-------------------|---|------------|-------|--|
| | Residential | Non-Housing Space | Accessory Buildings | Commercial | Total | |
| Acquisition Only Units | | | | | | |
| Acquisition Only Square Footage | | | | | | |
| Rehabilitation Units | 30 | 0 | | | | |
| Rehabilitation Square Footage | 35,239 | 7,879 | | 5,239 | | |
| New Construction Units | | | | | | |
| New Construction Square Footage | | | | | | |
| Total Square Footage | 35,239 | 7,879 | 0 | 5,239 | | |
| Total Units | 30 | 0 | 0 | 0 | | |
| Square Footage % of Total | 74.11% | 16.87% | 0.00% | 11.02% | | |

Describe the non-housing space(s), if applicable:
The non-housing space includes the managers unit, leasing office, program/service space and market units. The commercial space will be retail space on the ground floor.

Residential: Includes residential units and any space needed to access and support the units (e.g. hallways, stairwells, mechanical, laundry, and common room).

Non-Housing Space: Includes non-income generating space that compliments the operations or enjoyment of the housing and is not included in the residential space (e.g. leasing office, program/service space, and units targeted above 80% AMI).

Commercial: Includes any income generating space (e.g. third-party tenants, retail, supportive service delivery space should be considered commercial if the provider is paying rent).

| Description of Work | Housing | | | Non-Housing | | | Total Project | | | |
|---|------------------|----------------|-------|------------------|----------------|-----------|------------------|----------------|-------|-----------|
| | New Construction | Rehabilitation | Total | New Construction | Rehabilitation | Total | New Construction | Rehabilitation | Total | |
| Concrete | \$ | 123,314 | \$ | 43,101 | \$ | 43,101 | \$ | 166,415 | \$ | 166,415 |
| Masonry | \$ | 137,121 | \$ | 51,160 | \$ | 51,160 | \$ | 188,281 | \$ | 188,281 |
| Metals | \$ | 158,546 | \$ | 55,415 | \$ | 55,415 | \$ | 213,961 | \$ | 213,961 |
| Rough Carpentry | \$ | 89,843 | \$ | 31,402 | \$ | 31,402 | \$ | 121,245 | \$ | 121,245 |
| Exterior Doors, Windows, Glass | \$ | 203,643 | \$ | 71,179 | \$ | 71,179 | \$ | 274,822 | \$ | 274,822 |
| Interiorwork | \$ | 14,094 | \$ | 4,925 | \$ | 4,925 | \$ | 19,019 | \$ | 19,019 |
| Insulation | \$ | 52,846 | \$ | 18,472 | \$ | 18,472 | \$ | 71,317 | \$ | 71,317 |
| Roofing and Sheet Metal | \$ | 145,929 | \$ | 49,259 | \$ | 49,259 | \$ | 195,188 | \$ | 195,188 |
| Electric | \$ | 826,338 | \$ | 324,934 | \$ | 324,934 | \$ | 1,151,272 | \$ | 1,151,272 |
| Finish Carpentry | \$ | 71,159 | \$ | 24,875 | \$ | 24,875 | \$ | 96,034 | \$ | 96,034 |
| Cabinets, Vanities, and Countertops | \$ | 140,929 | \$ | 49,259 | \$ | 49,259 | \$ | 190,188 | \$ | 190,188 |
| Interior Doors and Frames | \$ | 88,081 | \$ | 30,787 | \$ | 30,787 | \$ | 118,868 | \$ | 118,868 |
| Lath and Plaster | \$ | 498,293 | \$ | 177,405 | \$ | 177,405 | \$ | 675,698 | \$ | 675,698 |
| Plumbing | \$ | 175,152 | \$ | 61,873 | \$ | 61,873 | \$ | 237,025 | \$ | 237,025 |
| Painting and Decorating | \$ | 140,929 | \$ | 49,259 | \$ | 49,259 | \$ | 190,188 | \$ | 190,188 |
| Specialties and Furnishings | \$ | 16,912 | \$ | 5,911 | \$ | 5,911 | \$ | 22,823 | \$ | 22,823 |
| Special Equipment | \$ | 22,801 | \$ | 8,005 | \$ | 8,005 | \$ | 30,806 | \$ | 30,806 |
| Appliances | \$ | 49,677 | \$ | 17,164 | \$ | 17,164 | \$ | 66,841 | \$ | 66,841 |
| Total Mechanical Systems (Rows 53-67) | \$ | 1,625,515 | \$ | 568,522 | \$ | 568,522 | \$ | 2,194,037 | \$ | 2,194,037 |
| Total Structure (Rows 36, 52, 58, 59) | \$ | 3,891,796 | \$ | 1,367,154 | \$ | 1,367,154 | \$ | 5,258,950 | \$ | 5,258,950 |
| Outside Accessory Buildings & Garage | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Earth Work | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Site Utilities | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Road and Sidewalks | \$ | 15,854 | \$ | 5,542 | \$ | 5,542 | \$ | 21,396 | \$ | 21,396 |
| Outside Site Improvements | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Landscaping | \$ | 126,836 | \$ | 44,333 | \$ | 44,333 | \$ | 171,169 | \$ | 171,169 |
| Outside Unusable Site Condition | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Environmental Remediation | \$ | 154,311 | \$ | 55,415 | \$ | 55,415 | \$ | 214,727 | \$ | 214,727 |
| Other Outside | \$ | | \$ | | \$ | | \$ | | \$ | |
| Total Outside Improvement (Rows 68-80) | \$ | 302,991 | \$ | 105,291 | \$ | 105,291 | \$ | 408,282 | \$ | 408,282 |
| Outside Earth Work | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Site Utilities | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Road and Sidewalks | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Site Improvements | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Landscaping | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Unusable Site Condition | \$ | | \$ | | \$ | | \$ | | \$ | |
| Outside Environmental Remediation | \$ | | \$ | | \$ | | \$ | | \$ | |
| Other Outside | \$ | | \$ | | \$ | | \$ | | \$ | |
| Total Outside Improvement (Rows 71-78) | \$ | | \$ | | \$ | | \$ | | \$ | |
| Total (Rows 89, 79, 78) | \$ | 4,193,787 | \$ | 1,472,445 | \$ | 1,472,445 | \$ | 5,666,232 | \$ | 5,666,232 |
| Percentage of Total Costs | | | | | | | | | | |

1,472,445
25.99%

1. The ***For FHLBDM Use** automatically calculates the housing annual debt service based on the rate, term, and amortization period entered. Make sure Annual Debt Service entered is correct.
2. Separate all Housing and Non-Housing Sources. *Sources of Funds must equal Summary of Uses of Funds.*
3. Make sure the LIHTC allocation and sales price matches the LIHTC worksheet. A LIHTC worksheet showing eligible basis + tax credit calculations is required. There is no Bank Exhibit or template for LIHTC worksheet. If no LIHTC, leave bank. Do not enter "0".

Sources of Funds

Project Name: [INSERT RENTAL PROJECT NAME]

List all sources of debt and equity in the project, including permanent financing, grants, donations, etc. Construction and other interim financing should not be included in the first chart, but should be listed in the Interim Financing Box below. In the "Description Code" column, use the list below for the code.

| Description Code | | |
|---|---|----------------------------|
| 1. AHP Subsidy | 9. State Low Income Housing Tax Credit Equity | 17. Charitable Donation |
| 2. Permanent Financing | 10. State Housing Loans | 18. Owner's Equity |
| 3. FHA Insured Mortgage | 11. State Government Subsidy | 19. Deferred Developer Fee |
| 4. Federal Low-income Housing Tax Credit Equity | 12. Community Development Block Grants | |
| 5. Other Federal Housing Program (HOPE VI, 202, 811, Section 8) | 13. TIF/Local Government Subsidy | |
| 6. McKinney/Veatch Act | 14. Housing Bonds | |
| 7. Historic Preservation Tax Credit Equity | 15. Grants | |
| 8. HOME | 16. Other Loans | |

List all **Permanent** Sources of Project funding, using one description code per line.

| Permanent Sources | | | | | | | | | | | | | *For FHLBOM Use Must Pay Debt Svc per Indicated Term (Housing) |
|------------------------------|-------------------------|------------------|---------------------|--------------------|---------------------|---------------|----------------------|---------------------------------|--|--|-------------------------|-----------|---|
| A Source of Funds | B Housing | C Non-Housing | D Total (B+C) | E Descr Code | F Status Code | G Rate (%) | H Term (years) | I Amort Period (years) | J Annual Debt Svc (Housing) Must Pay Only | K Annual Debt Svc (Non-Housing) Must Pay Only | L Must Pay? (Y/N) | | |
| Deferred Developer Fee | \$ 70,000.00 | | \$ 70,000.00 | 19 | Committed | | | | | | N | \$ | |
| LHMC Equity | \$ 5,391,559.00 | \$ 1,551,687.00 | \$ 6,943,246.00 | 4 | Requested | | | | | | N | \$ | |
| Historic Tax Credit Equity | \$ 1,667,511.00 | \$ 133,199.00 | \$ 1,800,710.00 | 7 | Requested | | | | | | N | \$ | |
| Perm Loan | \$ 685,000.00 | | \$ 685,000.00 | 2 | Committed | 4.950% | 16.0 | 30.0 | \$ 43,876 | | Y | \$ 43,876 | |
| Commercial Space Loan | | \$ 612,710.00 | \$ 612,710.00 | 16 | Committed | 8.000% | 15.0 | 30.0 | | \$ 53,950 | Y | \$ | |
| | | | \$ | | | | | | | | | \$ | |
| | | | \$ | | | | | | | | | \$ | |
| | | | \$ | | | | | | | | | \$ | |
| AHP Direct Subsidy | \$ 700,000.00 | | \$ | 1 | Requested | | | | | | | \$ | |
| Subtotal - Housing | \$ 8,514,870.00 | | | | | | | | \$ 43,876 | | | \$ | |
| Subtotal - Non-Housing | | \$ 2,297,596.00 | | | | | | | \$ 53,950 | | | \$ | |
| Total Funding Sources | \$ 10,811,666.00 | | | | | | | | \$ 97,826 | | | \$ | |

For all uncommitted funds listed above, list the date of financing decision, contact name, and phone number.

| Funding Source | Decision Due Date | Contact Name | Phone Number |
|----------------------------|-------------------|--------------|--------------|
| LHMC Equity | 12/31/2020 | John Smith | 555-555-5555 |
| Historic Tax Credit Equity | 12/31/2020 | Jane Smith | 555-555-5555 |

Low-Income Housing Tax Credits:

| | | |
|--------------------------------|-----------|----------|
| Annual LHMC allocation request | \$766,881 | per year |
| LHMC sale price per dollar | \$0.9050 | |

Describe how the LHMC sales price was determined.

Per Letter of Intent with the investor.

AHP Rental Feasibility Workbooks: Summary of Uses of Funds

Helpful Hints:

1. Separate all Housing and Non-Housing uses.
2. Certain Uses line items will require detailed explanation. Provide explanation in yellow box(es).
3. Provide detailed explanations for all capitalized reserves. Enter Reserves for supportive services in the Non-Housing column.
4. Total Project Costs on the *Summary of Uses of Funds* must equal to *Sources of Funds*.
5. % of Total Cost for Non-Housing Space on the *Uses* should be approximately equal to % of Total Construction/Rehabilitation Costs on the *Cost Breakout*.

Summary of Uses of Funds

See the Guide for Applicants for more information on how to categorize costs.

| Acquisition Costs | Housing | Non-Housing | Total |
|--------------------------------|-------------------|------------------|-------------------|
| Building Acquisition | \$ 160,000 | \$ 20,000 | \$ 180,000 |
| Land Acquisition | \$ 18,000 | \$ 2,000 | \$ 20,000 |
| Camping Costs | | | \$ - |
| Legal Fees | \$ 50,000 | \$ 10,000 | \$ 60,000 |
| Closing Costs | \$ 20,000 | \$ 5,000 | \$ 25,000 |
| Taxes and Recording | \$ 20,000 | \$ 5,000 | \$ 25,000 |
| Total Acquisition Costs | \$ 268,000 | \$ 43,000 | \$ 311,000 |

| Construction/Rehabilitation Costs | Housing | Non-Housing | Total |
|--|---------------------|---------------------|---------------------|
| Construction Costs (Structure) | \$ - | \$ - | \$ - |
| Rehabilitation Costs (Structure) | \$ 3,631,196 | \$ 1,367,854 | \$ 5,258,950 |
| On-Site Improvements | \$ 302,001 | \$ 105,291 | \$ 407,292 |
| Off-Site Improvements | \$ - | \$ - | \$ - |
| Demolition | \$ 176,243 | \$ 62,341 | \$ 238,584 |
| Contingency | \$ 551,313 | \$ 68,139 | \$ 619,452 |
| Builder's Overhead | \$ 70,000 | \$ 10,000 | \$ 80,000 |
| Builder's Profit | \$ 243,920 | \$ 86,281 | \$ 330,201 |
| General Requirements | \$ 153,652 | \$ 85,383 | \$ 239,035 |
| Bond Premium | \$ 14,200 | \$ 7,100 | \$ 21,300 |
| Furniture, fixtures, and equipment | \$ 5,000 | \$ 25,000 | \$ 30,000 |
| Total Construction/Rehabilitation Costs | \$ 5,454,125 | \$ 1,896,669 | \$ 7,270,614 |

| Soft Costs | Housing | Non-Housing | Total |
|-------------------------|-------------------|-------------------|-------------------|
| Architect | \$ 305,867 | \$ 84,366 | \$ 394,633 |
| Engineering | \$ 161,081 | \$ 33,920 | \$ 195,001 |
| Appraisal | \$ 13,000 | | \$ 13,000 |
| Attorney | \$ 22,740 | \$ 2,260 | \$ 25,000 |
| Accounting | | | \$ - |
| Other | \$ 20,154 | \$ 454 | \$ 20,608 |
| Total Soft Costs | \$ 522,842 | \$ 118,996 | \$ 641,838 |

| Other Financing Fees and Expenses | Housing | Non-Housing | Total |
|--|------------------|-----------------|------------------|
| Tax Credit Reservation Fees | \$ 50,000 | | \$ 50,000 |
| Application Fees | \$ 9,000 | \$ 1,000 | \$ 10,000 |
| Other Financing Costs | | | \$ - |
| Total Other Financing Fees and Expenses | \$ 59,000 | \$ 1,000 | \$ 60,000 |

| Developer Fees | Housing | Non-Housing | Total |
|-----------------------------|---------------------|-------------------|---------------------|
| Developer Fee | \$ 1,032,563 | \$ 156,447 | \$ 1,189,010 |
| Consultant Fee | | | \$ - |
| Total Developer Fees | \$ 1,032,563 | \$ 156,447 | \$ 1,189,010 |

| Project Reserves | Housing | Non-Housing | Total |
|-------------------------------|-------------------|------------------|-------------------|
| Lease-up Reserve | \$ 26,031 | \$ 3,363 | \$ 30,000 |
| Operating Reserve | \$ 37,000 | \$ 15,000 | \$ 112,000 |
| Replacement Reserve | | | \$ - |
| Rental Assistance Reserve | | | \$ - |
| Other Reserve | \$ 203,204 | | \$ 203,204 |
| Total Project Reserves | \$ 326,235 | \$ 18,363 | \$ 344,204 |

| Total Project Costs | Housing | Non-Housing | Total |
|---------------------------------|---------------------|---------------------|----------------------|
| Total Project Costs | \$ 8,514,070 | \$ 2,297,596 | \$ 10,811,666 |
| Percentage of Total Cost | 78.75% | 21.25% | |

Furniture, fixtures, and equipment costs. These will be used by individual tenants.

Office furniture for the housing office.

Detail: Furniture, fixtures, and equipment costs.

Detail: Used for capitalized reserves.

The structure requires a three month lease-up and six months of operating expenses plus debt service on operating reserves.

AHP Rental Feasibility Workbooks: Operating Pro Forma Assumptions

Helpful Hints:

1. AHP does not allow any income or expense related to supportive services to be reflected on the *Operating Pro Forma – Housing*. Do not select **Housing Pro Forma** option for any salary related to supportive services.
2. Explain the contingency plan if rental subsidies or operating grants are not received for the full 15 years.
3. Explain how income assumptions were made.
4. Explain repayment terms for all soft debt (if any).

Operating Pro Forma Assumptions

Project Name: [INSERT RENTAL PROJECT NAME]

Payroll Breakout

Provide staffing and salary assumptions for all staff positions and indicate whether respective payroll amounts flow through to the Housing, Services, or Commercial Operating Pro Formas. In the comment section, explain your assumptions. Example: Maintenance salary includes a full-time manager (\$33,000) and part-time janitor (\$14,000). Benefits and taxes are estimated at 20%.

Note: AHP funds may not be used to directly or indirectly subsidize supportive services, including supportive service staff (i.e. service coordinator, case manager, etc.) Although some agencies will accept supportive service costs as a portion of the pro forma, the Bank does not allow supportive service costs to be included in the housing pro forma. The Bank requires the support service costs to be separated from the real estate budget and shown on the Supplementary Pro Forma tab.

| Position Title | Salary Reflected in | Annual Salary, Benefits, and Taxes | Status | Staffing Assumptions / Comments |
|---------------------|---------------------|------------------------------------|--------|---|
| Service Coordinator | Paid from Cash Flow | \$15,000 | PT | Part Time Service Coordinator - will be onsite twice a week |
| Case Manager | Services Pro Forma | \$40,900 | FTE | Case Management Services |
| On Site Staff | Housing Pro Forma | \$24,500 | FTE | On site facility Manager |

| | Total |
|-----------------------------|----------|
| Housing Payroll Expenses | \$24,500 |
| Services Payroll Expenses | \$40,900 |
| Commercial Payroll Expenses | \$0 |
| Paid from Cash Flow Total | \$15,000 |

Please explain how the service staff will be paid in the event that cash flow is not sufficient to cover their payroll expenses.

In the event that cash flow is insufficient, service coordinator duties will be handled by Case Manager.

Income Assumption Breakout and Details

The Project Worksheet indicates the project WILL have rental subsidies. Please answer the following 2 questions.

Are rental subsidies committed? ☒ Yes ☐ No [Upload documentation on the Commitment Letters screen of the online application](#)

If the project relies on rental subsidies or operating grants that are not committed for the entire 15-year retention period, describe contingency plan if the grants and/or subsidies are not received.

Project has 14 project based section 8 vouchers, however, if vouchers are not committed for the entire 15 year retention period, the project will increase rents to the maximum allowed by the project targeting to cover operating expenses.

Break out income assumptions below. Values will be pulled into the Op_Pro_Forma_Hsg tab automatically.

| Category | Description or Funding Source | Amount in Year 1 | Term (Yr) | Committed? |
|--|-------------------------------|------------------|-----------|------------|
| Laundry | | \$2,500 | | |
| Parking | | | | |
| Other Income Dependent on Occupancy Levels | | | | |
| Operating Grants | ABC Grant | \$5,000 | | |
| Operating Donations | Redevelop Donations | \$6,000 | | |
| Operating Reserves | | | | |
| Occupancy Levels | | | | |

Provide contact information for uncommitted rental subsidies or operating grants.

| Uncommitted Funding Source | Decision Due Date | Contact Name | Phone Number |
|----------------------------|-------------------|--------------|--------------|
| ABC Grant | 1/1/2020 | John Smith | 505-555-5555 |
| | | | |
| | | | |

Provide additional explanation or guidance on income assumptions here. Income assumptions are based off market study results.

Contract Services Breakout and Details

Break out contract services below. Values will be pulled into the Op_Pro_Forma_Hsg tab automatically.

| Category | Description | Amount in Year 1 |
|--|-------------|------------------|
| Contract Services (Examples include: snow removal, pest control, etc.) | | |
| | | |
| | | |

Expense Assumption Breakout and Details

Break out expense assumptions below. Values will be pulled into the Op_Pro_Forma_Hsg tab automatically.

| Category | Description | Amount in Year 1 |
|---|-------------|------------------|
| Other Expenses (Examples include: supplies, elevator maintenance, etc.) | Elevator | \$10,100 |
| | | |
| | | |

Debt Payment Details

If project is financed with soft debt, please explain terms of repayment.

Per the Investor, Sponsor Loan must be paid back out of available cash flow within 15 years.

AHP Rental Feasibility Workbooks: Operating Pro Forma - Housing

Helpful Hints:

1. Enter all Housing Assumptions including **Interest Rate on Operating Reserve**.
2. Complete this section if project has existing debt.
3. Select from the appropriate drop down option for **Management Fee, Utilities, and Real Estate Taxes**.
4. Provide an explanation for all **Other Expenses**.
5. Enter the correct **Deferred Developer Fee** repayment. Typically, this should equal Deferred Developer Fee on *Sources of Funds*.

Operating Pro Forma - Housing

Project Name: [INSERT RENTAL PROJECT NAME]
 # Units: 15

Enter **Revenue** data in shaded cells. Enter income, expenses, and debt service for apartment services and commercial space on Supplementary Op_Pro_Formas.

Housing Assumptions

Vacancy Rate Year 1: 7.00%
 Stabilized Vacancy Rate Years 2-15: 7.00%
 Revenue Escalator: 2.00%
 Expense Escalator: 3.00%
 Interest Rate on Operating Reserve: 1.00%

Does the Proforma reflect debt service payments for any existing or other debt not reflected in the Sources of Funds?
 Yes ☐ No ☒

If yes, list the existing source(s) of debt and loan terms:

| Existing Debt Holder | Outstanding Balance | Annual Debt Service | Remaining Term (Years) | Amortization (Years) | Interest Rate (APR) |
|----------------------|---------------------|---------------------|------------------------|----------------------|---------------------|
| | | | | | |

Income Assumptions

Revenue Escalator: 2.00%

| | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 | Year 13 | Year 14 | Year 15 |
|------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Gross Residential Rents | 233,798 | 238,472 | 243,241 | 248,106 | 253,068 | 258,130 | 263,280 | 268,518 | 273,829 | 279,208 | 284,656 | 290,176 | 295,771 | 301,443 | 307,197 |
| Rental Subsidy (A) | 25,200 | 26,704 | 28,218 | 29,742 | 31,277 | 32,823 | 34,379 | 35,947 | 37,526 | 39,116 | 40,719 | 42,333 | 43,960 | 45,600 | 47,251 |
| Laundry, Parking, Other | 2,500 | 2,556 | 2,613 | 2,671 | 2,730 | 2,790 | 2,851 | 2,912 | 2,974 | 3,037 | 3,101 | 3,166 | 3,231 | 3,297 | 3,363 |
| Operating Grants & Donations | 11,900 | | | | | | | | | | | | | | |
| Operating Reserve Draws | 0 | | | | | | | | | | | | | | |
| Total Gross Income | 272,498 | 266,724 | 272,040 | 277,542 | 283,062 | 288,713 | 294,487 | 300,377 | 306,384 | 312,512 | 318,762 | 325,137 | 331,640 | 338,273 | 345,038 |
| Less: Vacancy & Bad Debt | 18,130 | 18,492 | 18,852 | 19,218 | 19,584 | 20,017 | 20,417 | 20,825 | 21,242 | 21,667 | 22,100 | 22,542 | 22,993 | 23,453 | 23,922 |
| Net Revenue (EIG) | 254,368 | 248,232 | 253,188 | 258,324 | 263,478 | 268,696 | 274,070 | 279,551 | 285,142 | 290,845 | 296,662 | 302,595 | 308,647 | 314,820 | 321,117 |

Expense Assumptions

Expense Escalator: 3.00%

Rot Fee/Unit: 14,700

Unit utilities paid by: Tenant

Normal

Gas costs for water heating

| | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 | Year 13 | Year 14 | Year 15 |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Management Fee | 14,700 | 15,141 | 15,585 | 16,033 | 16,485 | 16,941 | 17,401 | 17,865 | 18,334 | 18,807 | 19,284 | 19,765 | 20,250 | 20,739 | 21,232 |
| Administrative/Office expenses | 11,700 | 12,051 | 12,413 | 12,785 | 13,168 | 13,564 | 13,973 | 14,396 | 14,833 | 15,284 | 15,750 | 16,231 | 16,727 | 17,238 | 17,755 |
| Advertising | 250 | 258 | 265 | 273 | 281 | 290 | 299 | 307 | 317 | 326 | 336 | 346 | 356 | 367 | 378 |
| Legal | 2,500 | 2,575 | 2,652 | 2,732 | 2,814 | 2,898 | 2,985 | 3,075 | 3,167 | 3,262 | 3,360 | 3,461 | 3,564 | 3,671 | 3,781 |
| Accounting & Audit | 6,000 | 6,180 | 6,365 | 6,556 | 6,753 | 6,956 | 7,164 | 7,379 | 7,591 | 7,809 | 8,033 | 8,263 | 8,500 | 8,744 | 9,000 |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water, Sewer, Trash | 25,000 | 25,750 | 26,523 | 27,318 | 28,136 | 28,969 | 29,819 | 30,747 | 31,696 | 32,619 | 33,598 | 34,606 | 35,644 | 36,713 | 37,815 |
| Maintenance/Repair | 13,500 | 13,905 | 14,322 | 14,752 | 15,194 | 15,650 | 16,120 | 16,603 | 17,101 | 17,614 | 18,143 | 18,687 | 19,248 | 19,825 | 20,420 |
| Grounds Maintenance | 2,400 | 2,472 | 2,546 | 2,623 | 2,701 | 2,782 | 2,866 | 2,952 | 3,040 | 3,131 | 3,225 | 3,322 | 3,422 | 3,524 | 3,630 |
| Security | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Contract Services | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Payroll (incl. taxes & benefits) | 24,500 | 25,235 | 25,980 | 26,732 | 27,575 | 28,402 | 29,254 | 30,132 | 31,036 | 31,967 | 32,926 | 33,914 | 34,931 | 35,979 | 37,050 |
| Real Estate Taxes | 35,000 | 36,050 | 37,132 | 38,245 | 39,393 | 40,575 | 41,792 | 43,044 | 44,331 | 45,667 | 47,057 | 48,498 | 49,990 | 51,534 | 53,131 |
| Insurance | 11,000 | 11,330 | 11,670 | 12,020 | 12,381 | 12,752 | 13,135 | 13,529 | 13,934 | 14,353 | 14,783 | 15,227 | 15,680 | 16,154 | 16,638 |
| Other Expenses: | 10,100 | 10,403 | 10,715 | 11,037 | 11,368 | 11,709 | 12,060 | 12,422 | 12,794 | 13,178 | 13,574 | 13,981 | 14,400 | 14,832 | 15,277 |
| Partnership Management Fee (LHTC only) | 2,000 | 2,060 | 2,121 | 2,185 | 2,251 | 2,318 | 2,388 | 2,459 | 2,533 | 2,609 | 2,687 | 2,768 | 2,851 | 2,937 | 3,025 |
| Other Expenses | 11,130 | 11,452 | 11,807 | 12,182 | 12,576 | 12,990 | 13,424 | 13,868 | 14,322 | 14,797 | 15,282 | 15,777 | 16,282 | 16,797 | 17,322 |
| Total Operating Expenses | 188,782 | 174,672 | 180,158 | 185,523 | 191,068 | 196,800 | 202,725 | 208,807 | 215,037 | 221,424 | 228,069 | 234,984 | 242,169 | 249,627 | 257,367 |

Debt Coverage Ratio (DCR) before Soft Debt

Initial Cash Flow

Debt Service Payable from Cash Flow to:

Debt Service Payable from Cash Flow to:

Deferred Developer Fee

Other

Secondary Cash Flow

Secondary Cash Flow per unit

Debt Coverage Ratio (DCR)

Cash Flow / Gross Income

Operating Reserve Deposits (Draws)

Interest on Operating Reserve

Cumulative Operating Reserve

Cumulative 5-yr cash flow: \$60,982
 Cumulative 5-yr cash flow/unit/year: \$348
 Cumulative 15-yr Repaid Deferred Developer Fee: \$70,000

AHP Rental Feasibility Workbooks: Supplementary Operating Pro Forma

Helpful Hints:

1. Complete Supportive Services and Commercial Space Assumptions if applicable. Not all fields apply.
2. Complete Income and Expenses related to Supportive Services or Commercial Space if applicable.
3. Provide description of Other Expenses if applicable.

Enter budget details in shaded cells in applicable section if project provides supportive services or has commercial space

Supplementary Operating Pro Forma Supportive Services / Commercial / Consolidated

Project Name: (INSERT RENTAL PROJECT NAME)
Units: 35

Supportive Services Assumptions

Vacancy Rate Year 1:
Stabilized Vacancy Rate Years 2-15:
Revenue Escalator:
Expense Escalator:
Interest Rate on Operating Reserve:

Commercial Space Assumptions

Vacancy Rate Year 1:
Stabilized Vacancy Rate Years 2-15:
Revenue Escalator:
Expense Escalator:
Interest Rate on Operating Reserve:

SUPPORTIVE SERVICES

Income Assumptions

Supportive Services contract Revenue Escalator 2.00%

Enter Income Source Here

Enter Income Source Here

Less: Vacancy & Bad Debt Stabilized Vacancy Year 2-15 0.00%

Total Income - Supportive Services

Expense Assumptions

Management Fee Expense Escalator 3.00%

Administrative expenses

Utilities

Food

Payroll (incl. taxes & benefits) From Oper. Assumptions

Real Estate Taxes

Insurance

Other Expenses Enter Description Here

Total Expenses - Supportive Services

Cash Flow - Supportive Services

Cumulative 15-yr cash flow:

COMMERCIAL SPACE

Income Assumptions

Lease Income

Less: Vacancy & Bad Debt Stabilized Vacancy Year 2-15 10.00%

Other Income Enter Description Here

Total Income - Commercial Space

Expense Assumptions

Management Fee Expense Escalator 3.00%

Common Area Expenses

Payroll (incl. taxes & benefits) From Oper. Assumptions

Real Estate Taxes

Insurance

Other Expenses

Total Expenses - Commercial Space

Replacement Reserves

Debt Service (Fixed debt only)

1st Mortgage - Principal & Interest

2nd Mortgage - Principal & Interest

3rd Mortgage - Principal & Interest

Debt Service - Commercial Space

Cash Flow - Commercial Space

Cumulative 15-yr cash flow:

| | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 | Year 13 | Year 14 | Year 15 |
|--------------------------------------|-----------|--------|--------|--------|--------|--------|--------|--------|--------|---------|---------|---------|---------|---------|---------|
| Supportive Services contract | 48,900 | 49,870 | 50,876 | 51,893 | 52,931 | 53,990 | 55,069 | 56,171 | 57,294 | 58,440 | 59,609 | 60,801 | 62,017 | 63,257 | 64,523 |
| Less: Vacancy & Bad Debt | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Income - Supportive Services | 48,900 | 49,870 | 50,876 | 51,893 | 52,931 | 53,990 | 55,069 | 56,171 | 57,294 | 58,440 | 59,609 | 60,801 | 62,017 | 63,257 | 64,523 |
| Management Fee | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Administrative expenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Food | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Payroll (incl. taxes & benefits) | 48,900 | 50,367 | 51,878 | 53,434 | 55,037 | 56,689 | 58,389 | 60,141 | 61,945 | 63,803 | 65,718 | 67,689 | 69,720 | 71,811 | 73,966 |
| Real Estate Taxes | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Insurance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other Expenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Expenses - Supportive Services | 48,900 | 50,367 | 51,878 | 53,434 | 55,037 | 56,689 | 58,389 | 60,141 | 61,945 | 63,803 | 65,718 | 67,689 | 69,720 | 71,811 | 73,966 |
| Cash Flow - Supportive Services | 0 | -489 | -1,002 | -1,541 | -2,106 | -2,699 | -3,320 | -3,970 | -4,651 | -5,363 | -6,109 | -6,880 | -7,703 | -8,554 | -9,443 |
| Cumulative 15-yr cash flow | (963,639) | | | | | | | | | | | | | | |
| Lease Income | 84,320 | 86,504 | 87,727 | 89,481 | 91,271 | 93,096 | 94,958 | 96,857 | 98,794 | 100,770 | 102,786 | 104,841 | 106,938 | 109,077 | 111,258 |
| Less: Vacancy & Bad Debt | 8,432 | 8,661 | 8,773 | 8,948 | 9,127 | 9,310 | 9,496 | 9,686 | 9,879 | 10,077 | 10,279 | 10,484 | 10,694 | 10,908 | 11,126 |
| Other Income | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Income - Commercial Space | 75,888 | 77,843 | 78,954 | 80,533 | 82,144 | 83,786 | 85,462 | 87,171 | 88,915 | 90,693 | 92,507 | 94,357 | 96,244 | 98,169 | 100,132 |
| Management Fee | 3,929 | 4,047 | 4,168 | 4,293 | 4,422 | 4,555 | 4,691 | 4,832 | 4,977 | 5,126 | 5,280 | 5,439 | 5,602 | 5,770 | 5,943 |
| Common Area Expenses | 4,200 | 4,328 | 4,456 | 4,589 | 4,727 | 4,869 | 5,015 | 5,165 | 5,320 | 5,480 | 5,644 | 5,814 | 5,988 | 6,166 | 6,353 |
| Payroll (incl. taxes & benefits) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Real Estate Taxes | 7,200 | 7,418 | 7,638 | 7,860 | 8,104 | 8,347 | 8,597 | 8,855 | 9,121 | 9,394 | 9,676 | 9,966 | 10,265 | 10,573 | 10,881 |
| Insurance | 5,000 | 5,150 | 5,305 | 5,464 | 5,626 | 5,796 | 5,970 | 6,149 | 6,334 | 6,524 | 6,720 | 6,921 | 7,129 | 7,343 | 7,563 |
| Other Expenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Expenses - Commercial Space | 20,329 | 20,939 | 21,567 | 22,214 | 22,880 | 23,567 | 24,274 | 25,002 | 25,752 | 26,525 | 27,320 | 28,140 | 28,984 | 29,854 | 30,749 |
| Replacement Reserves | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 1st Mortgage - Principal & Interest | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 |
| 2nd Mortgage - Principal & Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 3rd Mortgage - Principal & Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Debt Service - Commercial Space | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 | 53,950 |
| Cash Flow - Commercial Space | 1,000 | 2,517 | 3,437 | 4,369 | 5,313 | 6,270 | 7,238 | 8,219 | 9,213 | 10,218 | 11,237 | 12,267 | 13,310 | 14,365 | 15,433 |
| Cumulative 15-yr cash flow | \$125,016 | | | | | | | | | | | | | | |

AHP Rental Feasibility Workbooks: Supplementary Operating Pro Forma

Helpful Hints:

1. No inputs. AHP Feasibility Analysis tab is populated from the other tables of the workbook.
2. Use this number in the *Construction Cost Calculator* (Bank Exhibit).
3. Minimum and Maximum Feasibility Guidelines are detailed in the **2021 AHP Implementation Plan**.
4. Once uploaded onto AHP Online, a detailed explanation will be required.

| AHP Feasibility Analysis | |
|--|----------------|
| Item | Value |
| Total units | 35 |
| Cost Breakout Total Units = Project Worksheet Total Units | TRUE |
| Sources of Funds = Uses of Funds | TRUE |
| Housing Sources of Funds = Housing Uses of Funds | TRUE |
| Non-Housing Sources = Non-Housing Uses | TRUE |
| Total Development Cost | \$8,514,070.00 |
| Total Development Cost per unit | \$243,259.14 |
| Total Development Cost per square foot | \$241.62 |
| Adjusted Total Development Cost | \$5,434,925.00 |
| Adjusted Total Development Cost per Unit | \$155,283.57 |
| Total Acquisition Cost per unit | \$7,657.14 |
| Acquisition-Only Cost per Square Foot | \$0.00 |
| Rehabilitation Cost per Square Foot (From Cost Breakout tab) | \$119.01 |
| New Construction Cost per Square Foot (From Cost Breakout tab) | \$0.00 |
| Construction/Rehabilitation Cost per square foot (Summary of Uses total) | \$128.91 |
| Average Square Foot per unit | 1,175 |
| Average Acquisition-Only Square Foot per unit | 0 |
| Average Rehabilitation Square Foot per unit | 1,175 |
| Average New Construction Square Foot per unit | 0 |
| Non-housing & Accessory Space % | 14.87% |
| Commercial % | 11.02% |

| Feasibility Guidelines | | | | |
|--|---|--------------|--|--------------|
| Guideline | Description | Min Standard | Max Standard | Actual |
| Development Budget | | | | |
| Adjusted Total Development Cost per Unit | See AHP Implementation Plan Rental Project Development Budget - Per Unit Development Cost | NA | Must be supported by industry construction cost data | \$155,283.57 |
| Contingency % (Housing) | Rehab | NA | 20.00% | 9.78% |
| Contingency % (Overall) | Rehab | NA | 20.00% | 8.41% |
| Developer & Consultant Fee % | Rehab | 0.00% | 15.00% | 14.59% |
| Capitalized Reserves - Housing (months) | [(Tot Proj Reserves - LeaseUp Rsrv - Rental Assistance Rsrv) / (Op Ex + Replacement Rsrv + debt service)] / 12 months | 0.0 | 12.0 | 16.07 |

Requires explanation in AHP Online

Requires explanation in AHP Online



Construction Cost Calculator

Technical Assistance: Rental Projects

Construction Cost Calculator

What is a *Construction Cost Calculator*?

- The *Construction Cost Calculator* helps determine the hard cost feasibility of a project's budget when compared to a typical project of that type at the project location.
- It is a required Bank exhibit, located on the Bank's website under **Application Documents**.
- The calculator uses cost data derived from *Marshall and Swift Commercial and Residential Cost* data, and location information from *RS Means*, in its analysis.
- Instructions on how to complete the calculator are located in the first tab.
- Helpful tips are on the next slide.

Construction Cost Calculator

Construction / Rehabilitation Cost Reasonableness

Project Number: _____

Project Name: [INSERT PROJECT NAME]

Analysis Date: [MM/DD/YYYY]

Does Building Have an Elevator?
Is the Project Acquisition Only? ☐ Yes ☒ No

Construction/Rehabilitation Cost Breakout

| | Residential | Non-Housing Space | Accessory Buildings | Commercial | Total |
|---------------------------------|-------------|-------------------|---------------------|------------|--------|
| Acquisition-Only Units | | | | | 0 |
| Acquisition-Only Square Footage | | | | | 0 |
| Rehabilitation Units | 30 | 5 | | | 35 |
| Rehabilitation Square Footage | 7,070 | 7,070 | | 5,239 | 47,547 |
| New Construction Units | | | | | 0 |
| New Construction Square Footage | | | | | 0 |
| Total Square Footage | 35,238 | 7,070 | 0 | 5,239 | 47,547 |
| Total Units | 30 | 5 | 0 | 0 | 35 |
| Square Footage % of Total | 14.87% | 14.87% | 0.00% | 11.92% | |

Sponsor's Project Plan

- Building Type: Apartments (4-7 stories)
- Floor Area (Gross Conditioned Sq. Ft.): 35,238
- Scope of Work: Gut Rehab or Adaptive Reuse
- Location Zip Code: 50309
- Quality of Vertical and Site Improvements: Q4: Good

Sponsor's Project Cost

- Total Hard Cost Budget, including Contingency: \$ 5,434,925
- Total Hard Cost Budget per Sq. Ft.: \$ 154.23

FHLBank's Construction Cost Factors & Estimate

| | |
|--|--------------|
| 1. National Avg. New Constr. or Repl. Cost per Sq. Ft. | \$ 106.48 |
| 2. Scope of Work Factor | 1.000 |
| 3. Location Factor | 0.920 |
| 4. Quality Factor | 1.270 |
| Total Estimated Hard Cost per Sq. Ft. | \$ 124.41 |
| Total Estimated Hard Cost Based on Input Factor: | \$ 4,383,960 |

FHLBank's Analysis of Reasonable Cost

5. Acceptable Variance Range (%)

Variance between Budget and Estimate: \$ 1,050,965

Variance Acceptable? ☒ No: Over-Budgeted

AHP Feasibility Analysis

| Item | Value |
|--|----------------|
| Total units | 35 |
| Cost Breakout Total Units = Project Worksheet Total Units | TRUE |
| Sources of Funds = Uses of Funds | TRUE |
| Housing Sources of Funds = Housing Uses of Funds | TRUE |
| Non-Housing Sources = Non-Housing Uses | TRUE |
| Total Development Cost | \$243,259.14 |
| Total Development Cost per unit | \$241.62 |
| Total Development Cost per square foot | \$5,434,925.00 |
| Adjusted Total Development Cost | \$155,283.57 |
| Adjusted Total Development Cost per Unit | \$155.28 |
| Total Acquisition Cost per unit | \$155.28 |
| Acquisition-Only Cost per Square Foot | \$155.28 |
| Rehabilitation Cost per Square Foot (from Cost Breakout tab) | \$155.28 |
| New Construction Cost per Square Foot (from Cost Breakout tab) | \$155.28 |

Helpful Hints:

The *Construction Cost Calculator* requires data inputs from the *AHP Feasibility Workbook*.

- 1 Use the **Residential Total Square Footage** from the *Construction/Rehabilitation Cost Breakout* tab of the workbook. Do not include non-housing, accessory buildings or commercial square footage.
- 2 Quality Ratings of Good or above will require a detailed explanation meeting the *Quality* tab definition.
- 3 Use the **Adjusted Total Development Cost** from *Feasibility Analysis* tab of the workbook.
- 4 If over or under budget, a detailed explanation using numerical data required.



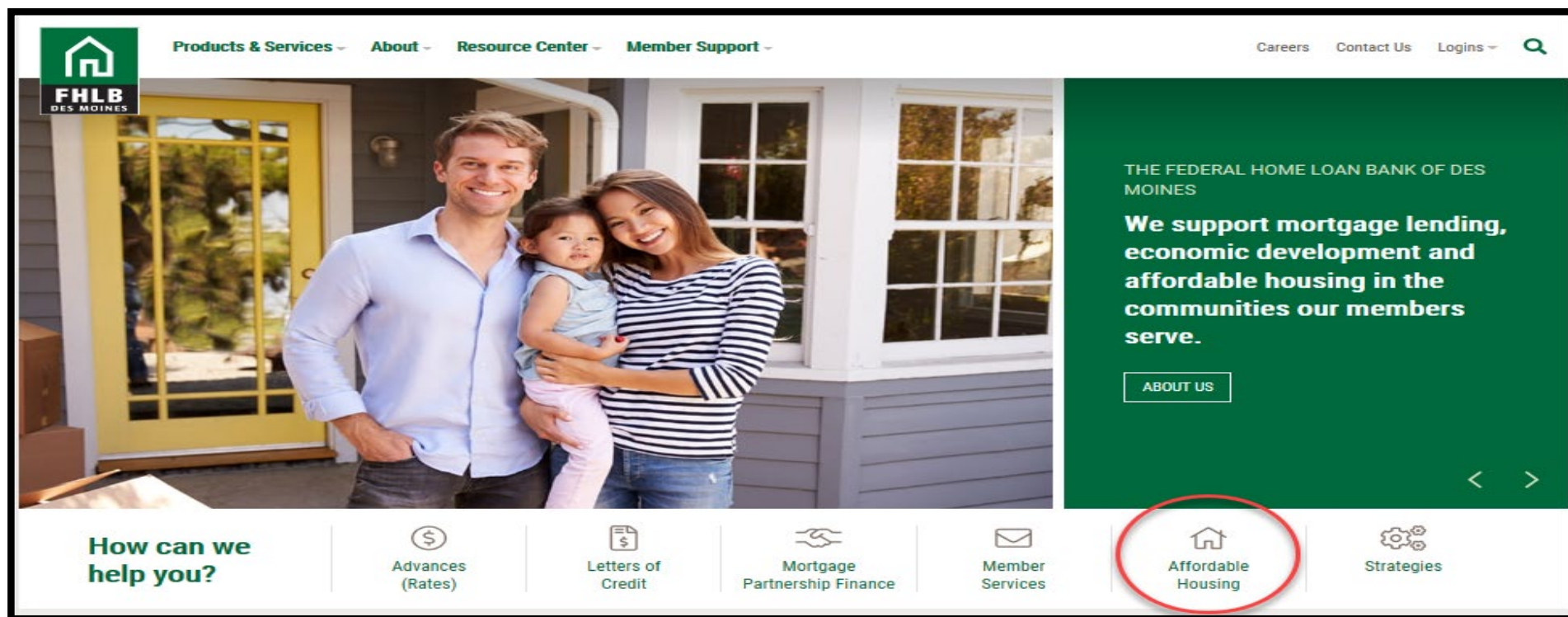
AHP Application Forms & Resources

Technical Assistance: Rental Projects

AHP Application Forms and Resources

Where can I find more information?

The Bank's website <https://www.fhlbdm.com> contains all Affordable Housing Program information.



AHP Application Forms and Resources

AHP Application Forms and Resources

All housing organizations (sponsors) and FHLB Des Moines member financial institutions must register and complete a Competitive Affordable Housing Program application in AHP Online.

Please refer to the steps and guidance below to submit an application.

1. Register in AHP Online (.pdf)
2. User Profile Setup in AHP Online (.pdf)
3. Initiate Application (.pdf)
4. Complete Application (.pdf)
5. Housing Organization (Sponsor) Approval (.pdf)
6. Member Financial Institution Approval (.pdf)

General Information and Resources

1. Edit User Profile (.pdf)
2. Check Application Status (.pdf)

Rental Project Application Documents

The forms below are required by FHLB Des Moines when completing a Competitive Affordable Housing Program rental project application.

- Sponsor Experience (.doc)
- Developer Experience (.xls)
- Memorandum of Understanding (.xlsx)
- Project Timeline (.xlsx)
- Construction Cost Calculator (.xlsx)
- Rental Feasibility Workbook (.xlsx)
- Project Ownership Chart (.xlsx)
- Tenant Rent Roll (.xls)
- USDA Feasibility Review Worksheet (.doc)

Homeownership Project Application Documents

The forms below are required by FHLB Des Moines when completing a Competitive Affordable Housing Program homeownership project application.

- Sponsor Experience (.doc)
- Developer Experience (.xls)
- Memorandum of Understanding (.xlsx)
- Project Timeline (.xlsx)
- Construction Cost Calculator (.xlsx)

AFFORDABLE HOUSING

AHP Housing Sponsors

Application

- Homeownership Project Administration
- Rental Project Administration
- Legacy Homeownership Project Administration
- Legacy Rental Project Administration
- Supporting Documentation Guidelines
- AHP Member Institutions
- HomeStart®
- HomeStart® Plus
- Native American Homeownership Initiative
- Income Limits and Purchase Price Limits
- Lien Release or Subordination
- Educational Resources

RELATED CONTENT

- AHP Online
- 2019 Implementation Plan (.pdf)
- 2018 Implementation Plan (.pdf)

Where can I find application forms (Bank Exhibits) and resources?

- The application page of the Bank's website <https://www.fhlbdm.com/products-services/affordable-housing/ahp-sponsors/application/> contains all of the information you will need to complete your application and administer your project.
- The Application section will contain:
 - Steps and guidance
 - General information and resources
 - Project Application Documents (Bank Exhibits)



Questions & Where to Find Us

Technical Assistance: Rental Projects

Questions

I have self scored my project. How competitive is my project?

- The Funding Round is a competitive scoring process, in which applications compete with other applications. Therefore, it is impossible to predict how competitive your project is because each Funding Round is different. Below are the results of the last few years:

| Funding Round | \$ Available (Million) | # of Projects Awarded | Scoring Range |
|---------------|------------------------|-----------------------|-----------------------|
| 2020 | \$41.3 | 63 | 76.272726 – 62.181817 |
| 2019 | \$51.5 | 85 | 76.181818 – 59.228499 |
| 2018 | \$52.6 | 109 | 77.333333 – 59.461430 |

How much AHP is available in the 2021 Funding Round?

- Currently, we do not know how much will be available in the 2021 AHP Funding Round. We will have a better idea in the third quarter of the calendar year.

Questions continued

What if I forget to request scoring points in a specific priority?

- You have until the member approves/submits your application to edit your application and make changes. Once the member approves your application, you are no longer able to make changes or request additional scoring points, even if your project meets the scoring criteria.

Can I apply for AHP funding with more than one Federal Home Loan Bank (FHLBank)?

- FHLB Des Moines allows AHP awards from different FHLBanks as long as each AHP award is listed as a separate funding source on the *Sources of Funds*. However, each FHLBank has its own program requirements. Check with the Bank with which you intend to apply.

I still have specific questions about my project. Where do I go?

- If after reviewing this presentation you still have questions, the Community Investment team will be happy to answer questions at any time during Technical Assistance (March 1 – April 30, 2021). Call or email us. We are here to help!

Contact Information: AHP Program

Community Investment:

Toll Free: 800.544.3452, ext. 2400

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Thank you!

Technical Assistance: Rental Projects