

Housing Tax Credit Compliance Seminar Binder Table of Contents

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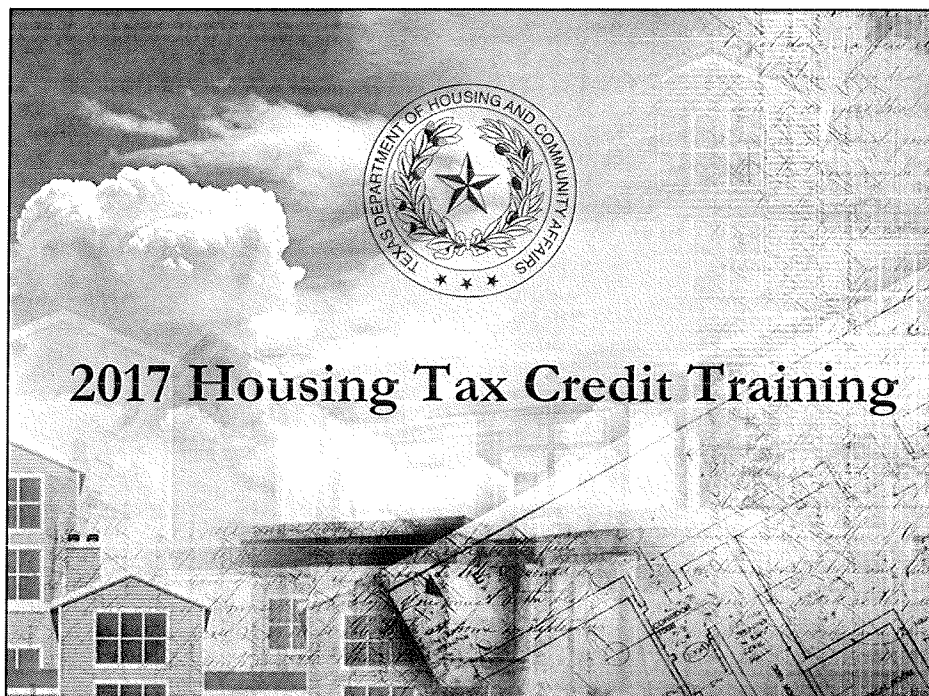
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Contact Information

Physical Address:

TDHCA
221 East 11th Street
Austin, Texas 78701

Mailing Address

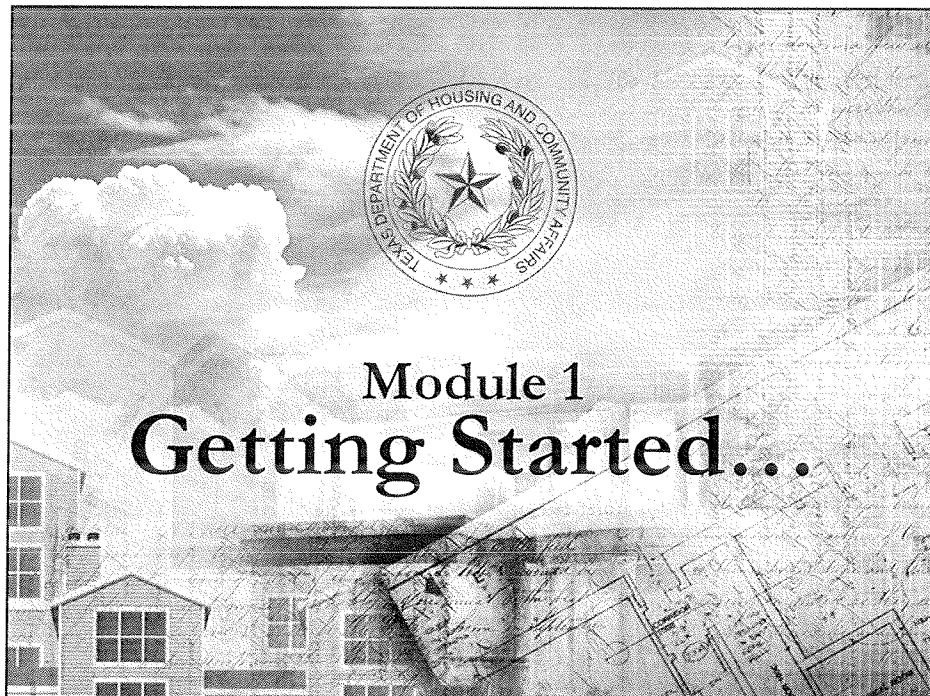
TDHCA
PO Box 13941
Austin, Texas 78711-3941

Website: www.tdhca.state.tx.us

Housekeeping Announcements

- ❖ Breaks: Morning and Afternoon
- ❖ Lunch: 12-1 p.m.
- ❖ Cell Phones (and pagers): Silence or turn off
- ❖ Conclusion: approximately 4:30 p.m.
- ❖ Certificates will be presented at the conclusion of the class
 - Must be present to receive

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Application Process

- ❖ Who are the key players in the Housing Tax Credit program?
- ❖ How does the Housing Tax Credit program work?
- ❖ Qualified Allocation Plan
- ❖ Getting an award of tax credits
- ❖ Timelines

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Key Players

- ❖ Internal Revenue Service (“IRS”)
 - Section 42 of Internal Revenue Code
 - 8823 Audit Guide (revised January 2011)
 - Treasury Regulation 1.42
 - 1.42-5 (Tax Credit Compliance Monitoring; updated February 2016)
 - 1.42-10 (Utility Allowance; updated March 2016)
 - Revenue Rulings, Procedures and Notices
 - Treasury Decisions
 - Process Tax Returns
 - Responsible for recapturing credits

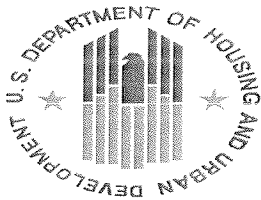


Department of the Treasury
Internal Revenue Service

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Key Players


- ❖ US Department of Housing and Urban Development (“HUD”)
 - Chapters 3 and 5 of the 4350.3 (Change 4: 11/2013)
 - ❑ Outlines income and asset inclusions/exclusions
 - ❑ Defines who counts as a household member
 - Publishes the Multifamily Tax Subsidy Program (“MTSP”)



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Key Players

- ❖ Texas Department of Housing and Community Affairs (“TDHCA”)
 - State Housing Finance Agency (“SHFA”) for Texas
 - Allocates tax credits
 - Publishes QAP
 - Compliance Monitoring Rules (Title 10, Chapter 10, Subchapter F of the Texas Administrative Code)
 - ❑ Most recently effective 1/8/2015
 - §10.607(d), §10.622 and §10.623 amended 7/12/2015
 - * ▪ §10.610 and §10.620 amended ~~4/24/2016~~ 10/1/17
 - §10.614 amended 12/4/2016
 - Reports to the IRS
 - Provides technical assistance




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How it Works

- ❖ Each state has a State Housing Finance Agency (“SHFA”)
 - TDHCA
- ❖ Each state receives an allocation of credits based on the state’s population
- ❖ Up to the SHFA to determine how to disperse the credits

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Qualified Allocation Plan (“QAP”)

- ❖ Developed by the SHFA
- ❖ Updated annually in Texas
- ❖ Identifies the state’s housing priorities in that year
- ❖ Document under which an application for credits will be considered for an allocation


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Qualified Allocation Plan (“QAP”)

- ❖ QAP sets the minimum standards for an application to be considered
 - Threshold Criteria
- ❖ Because the demand is greater than the resources available, the QAP also provides additional criterion to make an application more competitive
 - Selection Criteria

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Qualified Allocation Plan (“QAP”)

- ❖ All applications are scored
- ❖ Every application must meet the threshold criterion
 - Varies by the number of units
- ❖ Owner can pick and choose from selection criteria to increase the score

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Qualified Allocation Plan (“QAP”)

❖ Examples of Selection Criteria:

- Size and Quality of the Units
- Income Levels of Tenants
- Tenant Services
- Tenant Populations with Special Housing Needs
- Pre-application Participation
- Extended Affordability

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Award

❖ Total amount of credit awarded is based on:

1. Specific cost incurred with development
2. Percentage of units that are to be rented to low-income households
3. Applicable credit percentage

❖ Generally, credits applied to Federal Income Tax Return over a 10 year period

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Award


Program Allows for 2 Types of Credit

- 9%
 - New Construction
 - Rehab
- 4%
 - Acquisition
 - Financed 50% Tax Exempt Bonds

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Award

Why would a developer participate?








Tax credits are more attractive than tax deductions as they provide a dollar-for-dollar reduction in a taxpayer's federal income tax, whereas a tax deduction only provides a reduction in taxable income

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Award

What's next?

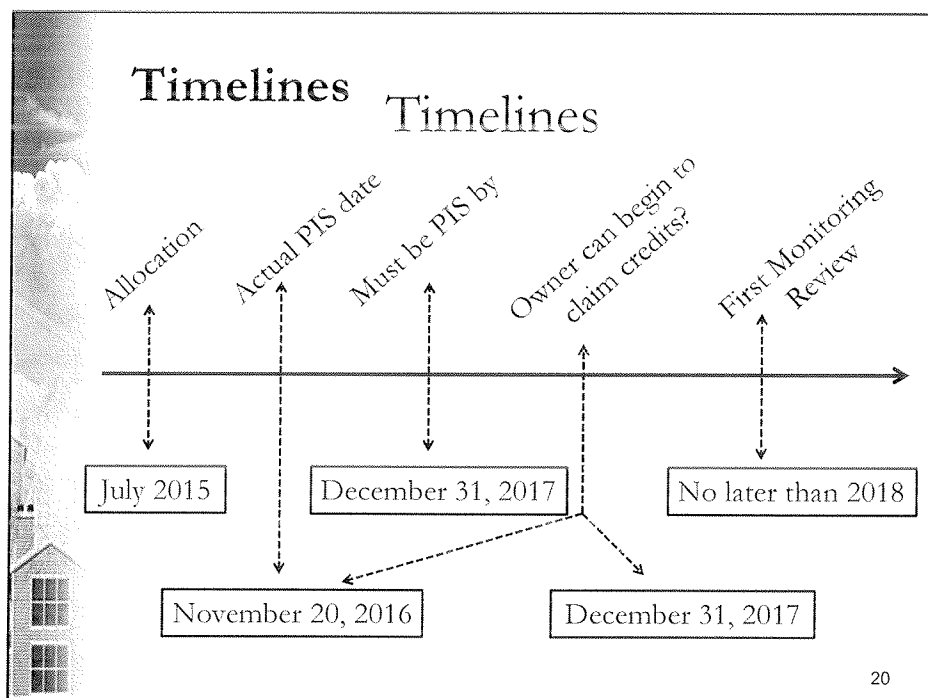
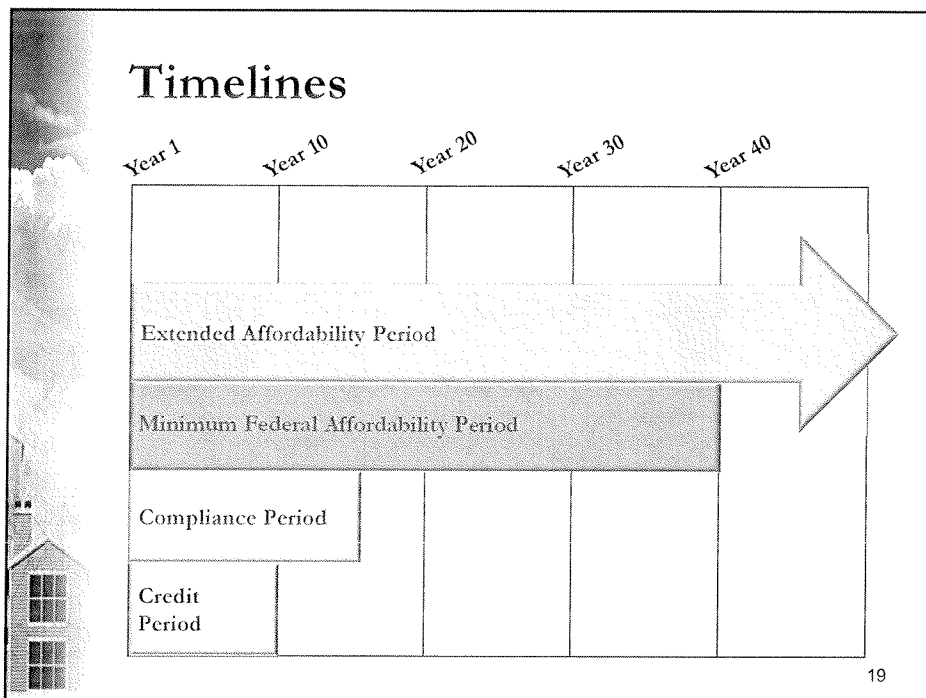


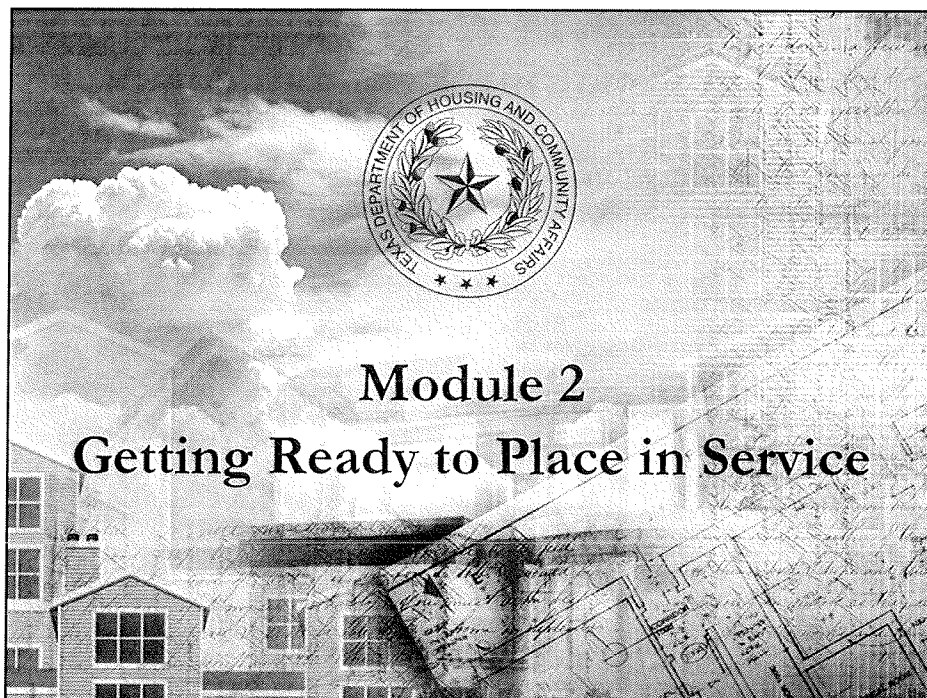
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Timelines

- ❖ Place in Service: no later than the end of the second calendar year after the year of award
- ❖ Credit Period: year placed in service or defer to the next calendar year
- ❖ First Monitoring Review: no later than the second calendar year after the last building is placed in service
 - At least every 3 years thereafter

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Getting Ready to Place in Service

- ❖ State Reporting Requirements (Setting up CMTS)
- ❖ Creating Written Policy and Procedures
- ❖ Creating and Implementing an Affirmative Marketing Plan
- ❖ Placing in Service
- ❖ Income and Rent Limits
- ❖ Utility Allowance

State Reporting Requirements

- ❖ Required setup for reporting in the Compliance Monitoring and Tracking System (CMTS)...
- ❖ CMTS Online Reporting

Set Up to Report Online

If you have not received a user id and password from the Department, two steps are required to initiate online compliance reporting:

1. Read, complete and submit the [2017 CMTS Filing Agreement \(DOCX\)](#)
 2. Read the [Instructions for Completing the Unit/Building Setup Spreadsheet \(PDF\)](#), then complete and submit the [Unit/Building Setup Spreadsheet \(XLS\)](#) to the Department.
- This is a one-time setup process.


Once you have completed the Forms and Spreadsheet, submit via email to cmts.requests@tdhca.state.tx.us and we will process your request and send you an Administrator of Accounts id and password. Please allow three (3) to five (5) business days to process your request.

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State Reporting Requirements

- ❖ Timelines to first sign up for CMTS:
 - 9% credit- 10% test
 - 4% credit- Post Bond Closing Documents
 - All other- September 1st following the year of the award


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State Reporting Requirements

- ❖ Set up your Buildings and Units in CMTS
 - You now have the ability to...
 - ❑ [ADD] buildings and units directly into CMTS
 - ❑ Make edits to unit data
 - For this, you must contact the Department to “unlock” the buildings for editing
 - Once edited, the building will be locked again
 - Currently working on instructions
 - ❑ Until then, you can continue to use the Unit/Building Setup Spreadsheet (XLS) and submit to cmts.requests@tdhca.state.tx.us

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State Reporting Requirements

Reporting Requirements for CMTS (§10.607):

<p style="text-align: center;">Annual Owner’s Compliance Report (“AOCR”)</p>	<ul style="list-style-type: none"> 4 Parts and the Annual Owner Financial Certification Due April 30th for the previous calendar year 1st report due the second year after an award
<p style="text-align: center;">Periodic Unit Status Reports (“USR”)</p>	<ul style="list-style-type: none"> Due on the 10th day of January, April, July and October 1st report due after leasing commences
<p style="text-align: center;">Onsite Monitoring Review</p>	<ul style="list-style-type: none"> Date due identified in notification of review

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State Reporting Requirements


- ❖ Notices to the Department [§10.609(5)]
- ❖ Update CMTS with the name of the property as known to the public
- ❖ All contact information **MUST** be updated in CMTS within 10 days of the change
- ❖ Failure to comply is a Finding!

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State Reporting Requirements

- ❖ CMTS: Username and Passwords
 1. **Administrator of Account** (starts with "adm")
 - Designated by an owner representative that is authorized to sign on behalf of the owner
 - The owner is authorizing an administrator to maintain property records in CMTS:
 1. Contact information
 2. Certify the accuracy of the answers to the AOCR
 3. Manage manager login
 - If you are **NOT** the person designated as the Administrator of Account:
 - Execute new 2017 CMTS Filing Agreement to update the records submitted to cmts.requests@rdhca.state.tx.us
 - It is **NOT** appropriate to use the login information for an account not assigned to you
 2. **Manager Accounts** (starts with "mgr")
 - If you need to reset your password contact your Administrator of Accounts; TDCHA is unable to reset manager password


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State Reporting Requirements

- ❖ Changes to the Unit Status Report
 - The Household Screen has been changed to allow for demographic data to be entered for each household member
 - Must **ALWAYS** designate a Head of Household
 - You are unable to submit the USR until ALL data for each household member is entered

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State Reporting Requirements

- ❖ Exercise:
 - Setting Up Your Property in CMTS...


[CMTS Filing Agreement](#)

[CMTS Login](#)

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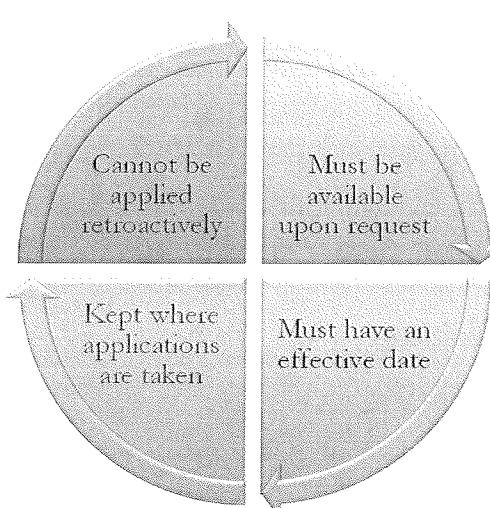
Written Policies and Procedures §10.610

- ❖ The following are required:
 1. Tenant Selection Criteria (“TSC”) §10.610(b)
 2. Reasonable Accommodation Policy §10.610(c)
 3. Wait List Policy §10.610(d)
 4. Denied Application Policy §10.610(e)
 5. Non-renewal and/or Termination Notices §10.610(f)
 6. Unit Transfer Policy §10.610(g)
- ❖ Effective April 24, 2016



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Written Policies and Procedures §10.610




Cannot be applied retroactively

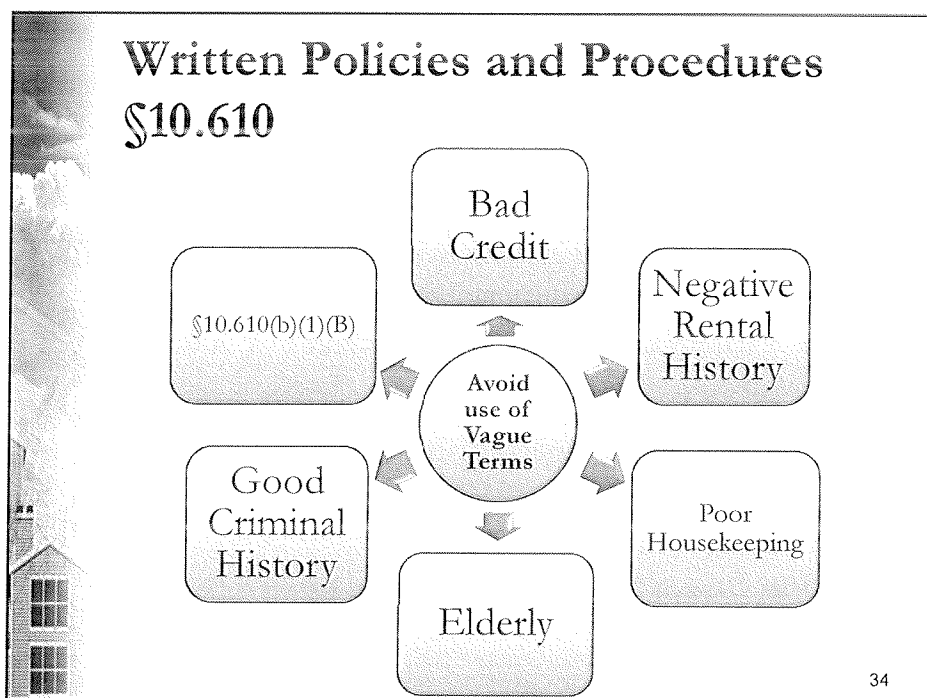
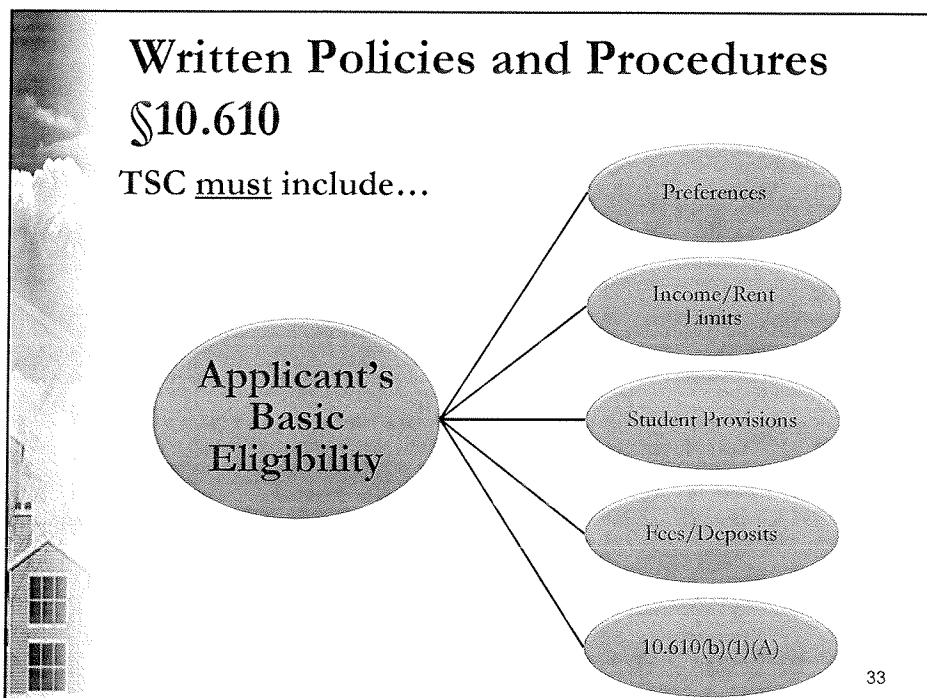
Must be available upon request

Must have an effective date

Kept where applications are taken



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Written Policies and Procedures

§10.610

- ❖ TSC must include the following specific statements:
 1. The Development will comply with state and federal fair housing and antidiscrimination laws; including, but not limited to, consideration of reasonable accommodations requested to complete the application process. Chapter 1, Subchapter B of this title provides more detail about reasonable accommodations.
 2. Screening criteria will be applied in a manner consistent with all applicable laws, including the Texas and Federal Fair Housing Acts, the Federal Fair Credit Reporting Act, program guidelines and the Department's rules
 3. Specific animal, breed, number, weight restrictions, pet rules and pet deposits will not apply to households having a qualified service/assistance animal(s)
- ❖ §10.610(b)(D)

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Written Policies and Procedures

§10.610

- ❖ Occupancy Standards
 - If fewer than 2 persons (over the age of 6) per bedroom, must include written justification
- ❖ Violence Against Women Act (“VAWA”) Notice
- ❖ List specific age requirements when Elderly exempted under HOPA or Elderly Preference

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Written Policies and Procedures §10.610

TSC CANNOT... ..

- Allowed for under program rules; or
- Received Federal assistance & has written approval from HUD, USDA, or VA
- §10.610(b)(2)(A)

Include Geographic Preferences unless...

Exclude admission because of participation in rental program

- Any local government rental assistance program
- Minimum income standard limited to greater of 2.5x tenant rent OR \$2,500 annually
- §10.610(b)(2)(B)

- Deny admission on the basis that the applicant has been a victim of domestic violence, dating violence, sexual assault, or stalking
- Protection extends to everyone, regardless of sex
- §10.610(b)(2)(C)

In accordance with Violence Against Women Act ("VAWA")

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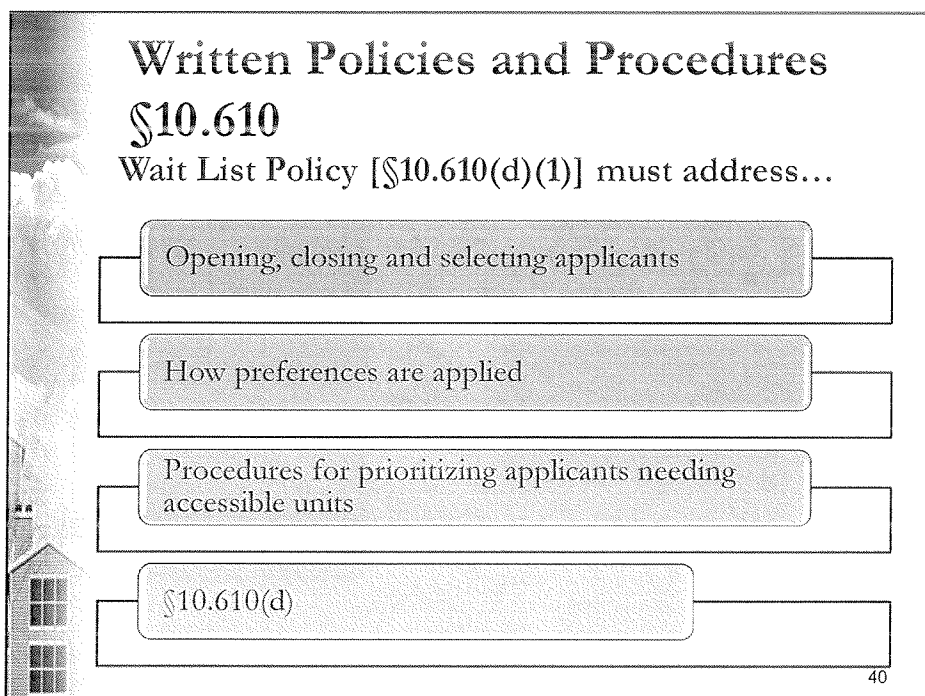
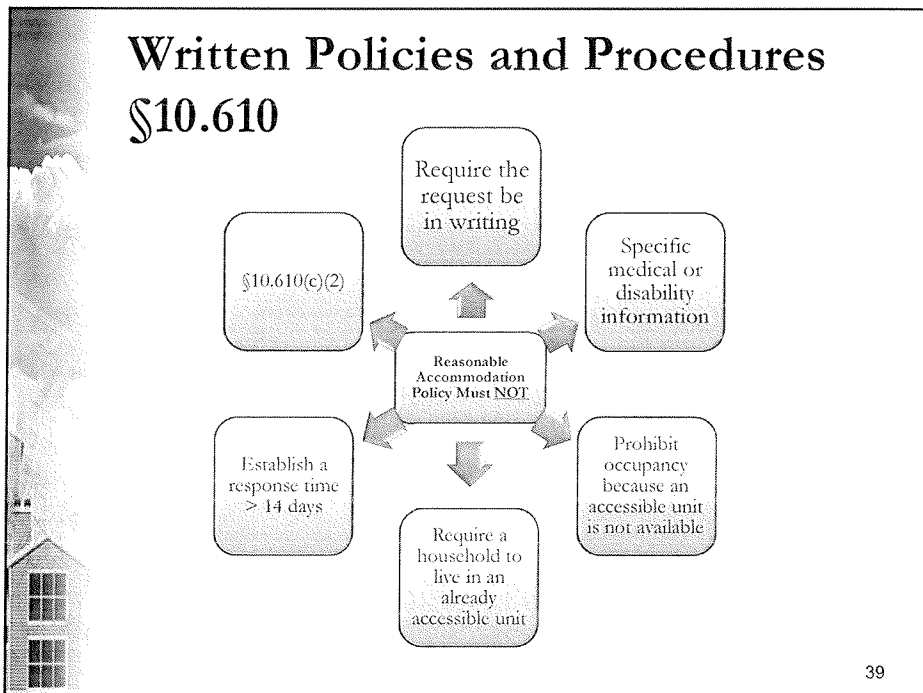
Written Policies and Procedures §10.610

Reasonable Accommodation Policy Must Provide

Information on how a request can be made
§10.610(c)(1)(A)

Timeframe for a response
§10.610(c)(1)(B)

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Written Policies and Procedures

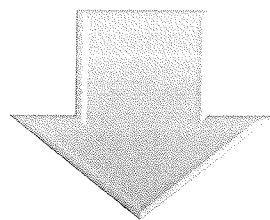
§10.610

- ❖ When you have additional rent & occupancy restrictions (30%, 40%, or 50%)
 - Must maintain a waiting list for these lower set asides
 - ❑ Open to both existing tenants and prospective applicants
 - All unit sizes must be available at the lower rents limits
 - ❑ Unless otherwise approved at application, underwriting and cost certification
 - Address how list will be managed
 - Cannot prioritize prospective applicants over existing tenants
- ❖ §10.610(d)(2)

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Written Policies and Procedures

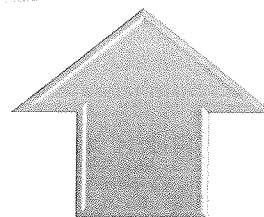
§10.610



How will
denied
applications
be handled?

Denied Application Policy §10.610(e)(1)

Consider
timeframes
and appeals
processes



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Written Policies and Procedures §10.610

Within 7 days of the determination provide written notification...

Specific reason for the denial	Reference the <u>specific</u> leasing criteria upon which the decision was made	Contact information for any 3 rd parties	Appeals process (if one is used)
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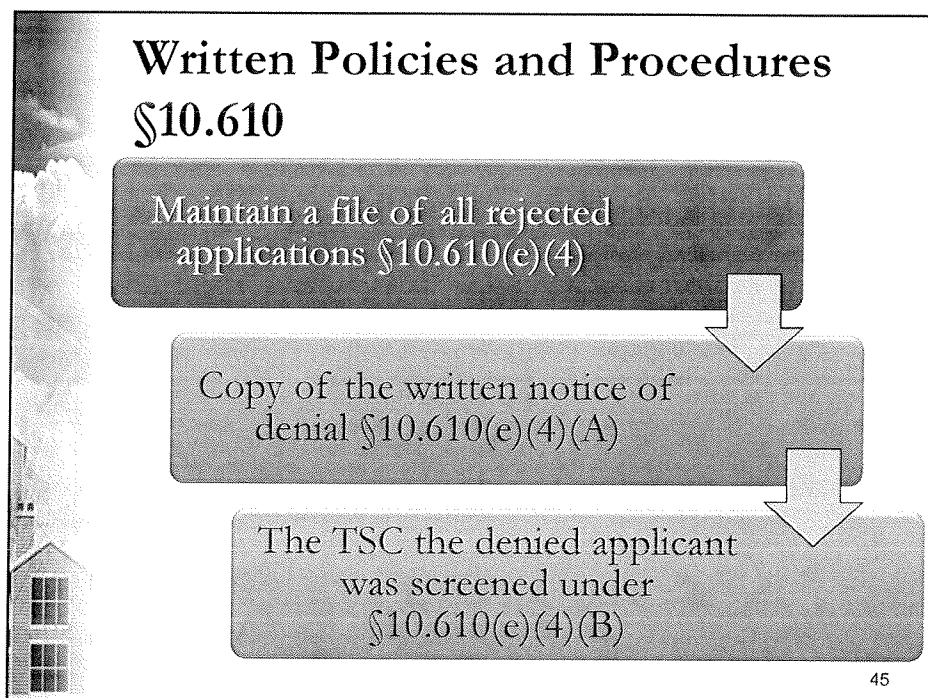
§10.610(e)(2)

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Written Policies and Procedures §10.610

- ❖ Keep a log of denied applications
 - Only applicants that completed the application process
 - Include:
 - ❑ Basic household demographics and rental assistance information
 - ❑ Specific reason for the denial
 - ❑ Date decision was made
 - ❑ Date notice was mailed or hand delivered to the applicant
- ❖ §10.610(e)(3)

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Written Policies and Procedures §10.610

- ❖ For any notice of non-renewal and/or notice of termination of tenancy, include:
 - Specific reason
 - Information on rights under VAWA
 - How a person with a disability may request a reasonable accommodation in relation to the notice
 - Information on an appeals process (if one is used)
- ❖ §10.610(f)

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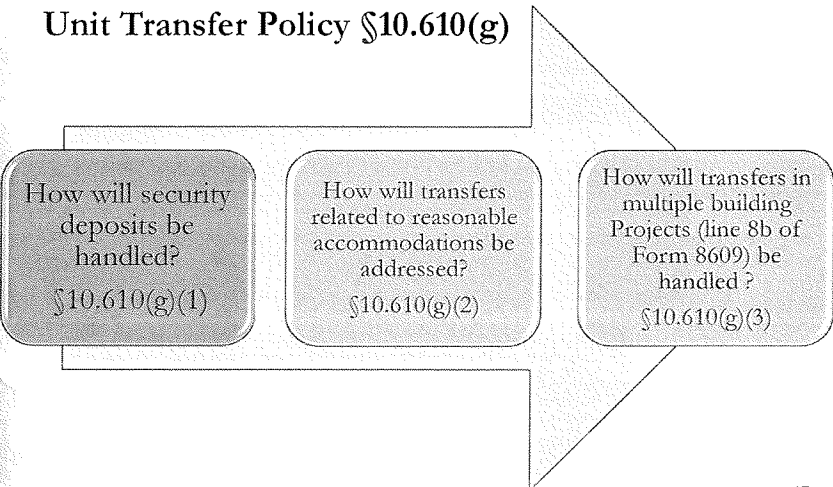
Written Policies and Procedures §10.610

Unit Transfer Policy §10.610(g)

How will security deposits be handled?
§10.610(g)(1)

How will transfers related to reasonable accommodations be addressed?
§10.610(g)(2)

How will transfers in multiple building Projects (line 8b of Form 8609) be handled?
§10.610(g)(3)



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Affirmative Marketing Requirements §10.617

- ❖ The goal is to advertise Housing opportunities and offer to all persons, regardless of race, color, religion, sex, disability, familial status or national origin.
- ❖ Affirmative Marketing efforts must begin 6 months prior to lease-up


=


EQUAL HOUSING OPPORTUNITY

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Affirmative Marketing Requirements §10.617

- ❖ §10.617(b): Must develop and carry out an Affirmative Fair Housing Marketing Plan to provide for marketing strategies and documentation of outreach efforts to prospective applicants identified as “least likely to apply”.
 - Persons with Disabilities are always required
- ❖ General definition of least likely to apply:

Based on your completed Worksheet 1, indicate which demographic group(s) in the housing market area is/are least likely to apply for the housing without special outreach efforts. (check all that apply)

White

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

Hispanic or Latino

Persons with Disabilities

Families with Children

Other ethnic group, religion, etc. (specify)

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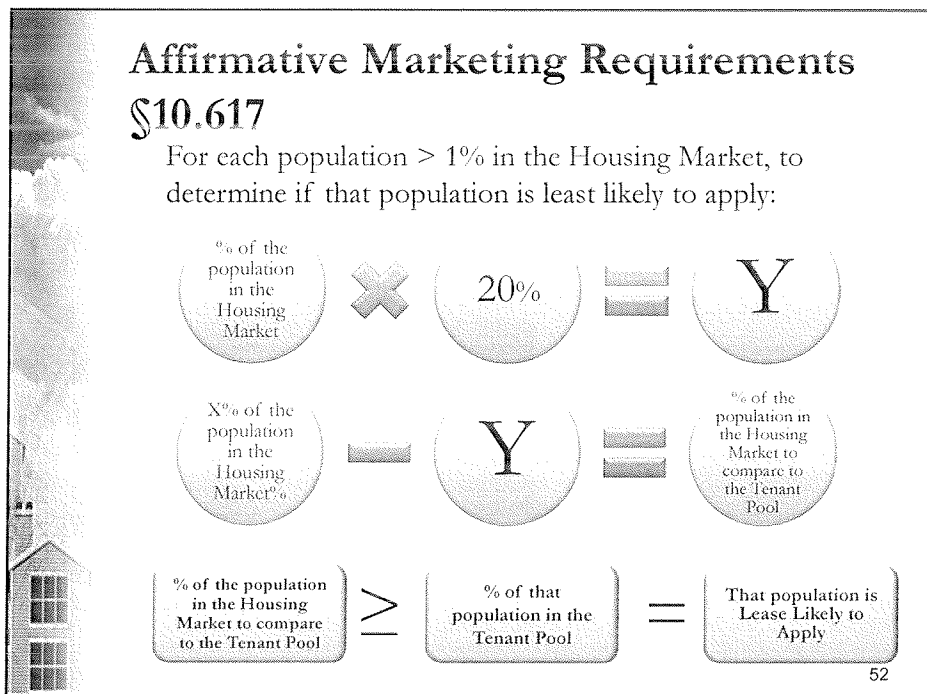
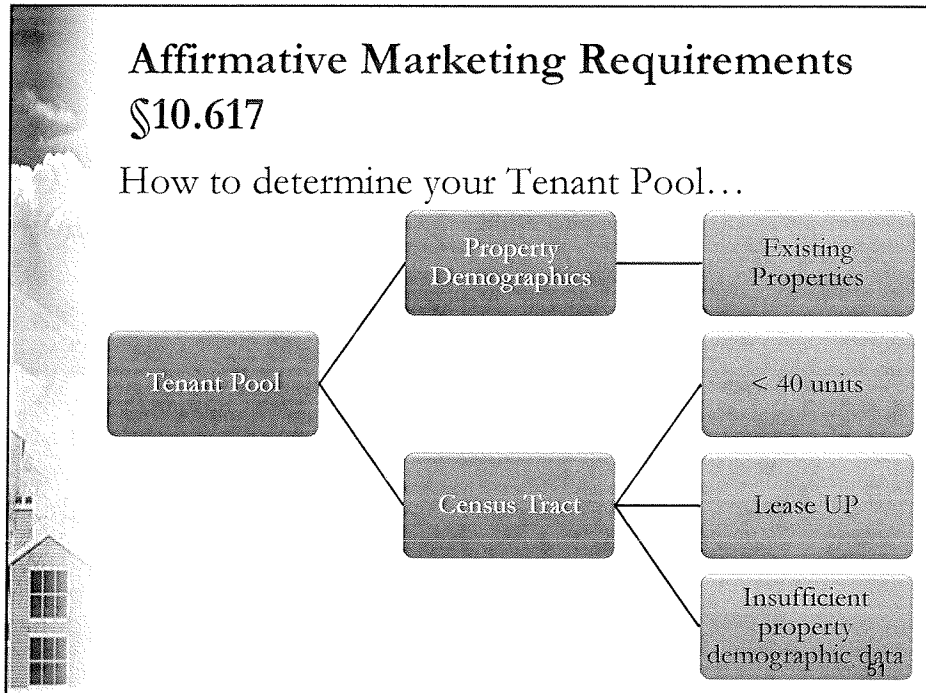
Affirmative Marketing Requirements §10.617

How to determine your Housing Market area...

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graph LR
    A[Is the property in an MSA?] -- YES --> B[MSA]
    A -- NO --> C[County]
            
```

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Affirmative Marketing Requirements §10.617

<p>Consider Limited English Proficiency (LEP) and consider how to mitigate language barriers in advertising and community outreach for identified groups least likely to apply</p>	<p>Identify specific media, organizations or community contacts that work with the least likely to apply population, or work in areas where least likely to apply populations live</p>
<div style="border: 1px solid black; border-radius: 15px; padding: 5px; display: inline-block;"> <p>Marketing and Outreach</p> </div>	
<p>Rental Applications must be accepted by mail or at the Development site or leasing office at minimum. (Applications must include address, email or other contact information for alternate ways to submit an application)</p>	<p>Marketing and advertising materials must include the Fair Housing Logo and provide contact information if reasonable accommodations are needed. At minimum in English and Spanish</p>


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Affirmative Marketing Requirements §10.617

AFM Timeframes

<p>AFHMP must be updated every 2 years (or as required for HUD/USDA funded properties)</p>	<p>New properties must begin Affirmative Marketing efforts six months prior to the 1st building being ready for occupancy</p>	<p>Biennial plan review; include how, by whom and what process the owner will use to collect and evaluate the AFHMP for success</p>
--	--	---


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Affirmative Marketing Requirements §10.617

- ❖ What else do you need to know about Affirmative Marketing requirements.....
 - Applies to properties with five (5) or more units
 - Must market to all groups identified as least likely to apply
 - The LURA may require additional affirmative marketing to veterans or other special populations
 - Records of the AFHM plans and outreach efforts records must be maintained for the greater of 3 years or what is specified in the LURA
 - Affirmative marketing is always required unless the property's waitlist is closed
 - Maintain reasonable documentation on the development, (re) evaluation and strategies used for the AFHM plan

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Affirmative Marketing Requirements §10.617


- ❖ Exercise: Complete the Affirmative Marketing Plan for Pandora Springs
 - What is the Housing Market?
 - What are populations least likely to apply?
 - How to find organization to market to?

2017 Affirmative Marketing Web Tool

Policy Map

Outreach Census Data


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Placed in Service

- ❖ Date on which the **first** unit in the project is certified as being ready and available for its intended use
 - IRS Notice 88-116

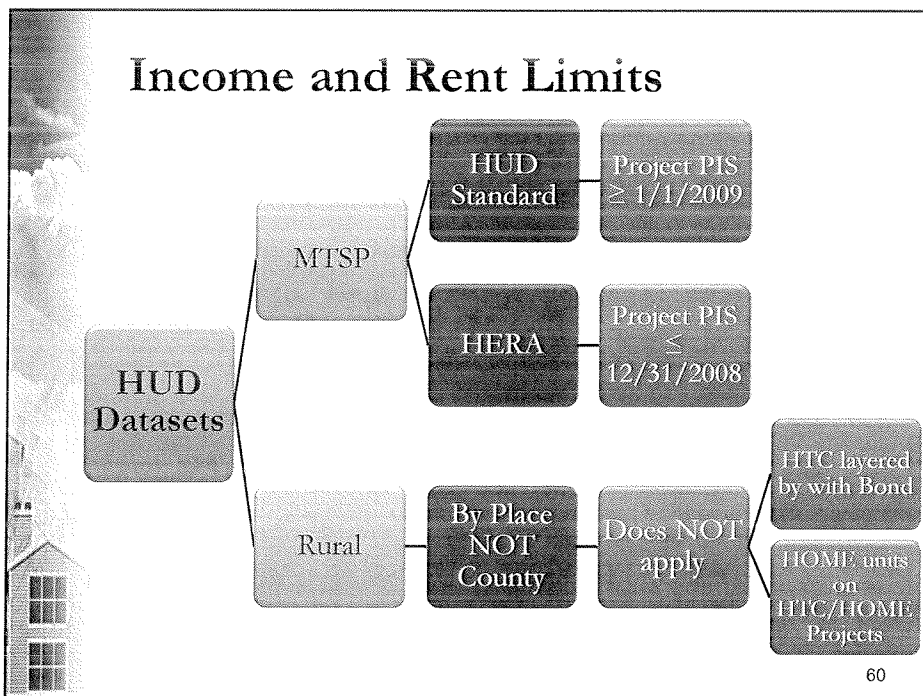
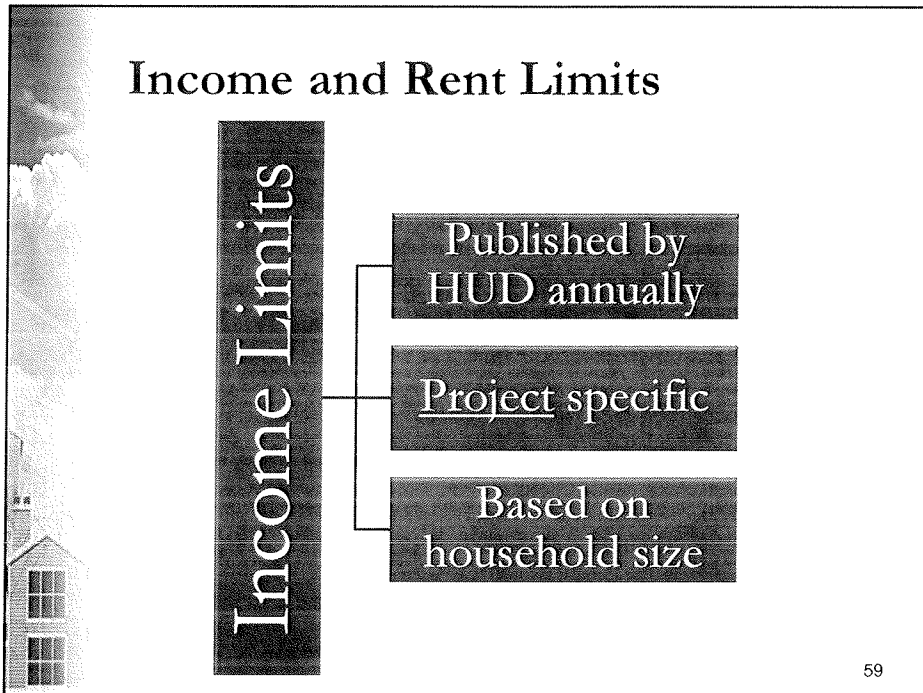
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Placed in Service

New Construction	<ul style="list-style-type: none">• Certificate of Occupancy ("CO")• Including Temporary CO's if issued
Acquisition	<ul style="list-style-type: none">• Date Building is Acquired• Settlement Statement for the Transfer of the Property (closing statement)
Rehab	<ul style="list-style-type: none">• Accounting function based on aggregate expenditures over a 24-month period

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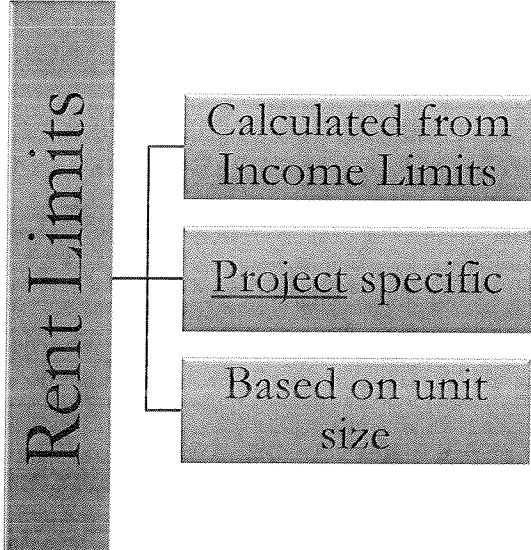
Income and Rent Limits

- ❖ Once your property is placed in service your income limits will not decrease.
- ❖ Income limits are determined on a **Project** basis

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Income and Rent Limits



```
graph LR; RL[Rent Limits] --- C1[Calculated from Income Limits]; RL --- C2[Project specific]; RL --- C3[Based on unit size];
```

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Income and Rent Limits

❖ Gross Rent Floor

- Revenue Procedure 94-57
- The maximum amount of rent that can be collected will never be less than the rent limits that were in effect at the time the credits were allocated

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Income and Rent Limits

Determining Initial Date of Allocation

Activity	Initial Date of Allocation
9% Credit	Date Carryover Agreement signed by the Department
4% Credit	Effective date of the Determination Agreement
TCAP	Same date as accompanied credit
Exchange	Effective date of the Sub Award Agreement

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Income and Rent Limits

In General...

- Rents should not be lower than the rents at the time of allocation
- If the Project was placed in service, income and rent limits should not be lower than last year

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Income and Rent Limits

2016 Project Income and Rent Tool

5. Date credits were allocated


1. County

2. Place

3. Financing Type

4. Placed in Service Date

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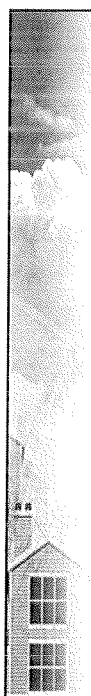


Income and Rent Limits

- ❖ Exercise: Determine the Income & Rent Limits for Pandora Springs
 - What is the date of Initial Allocation?
 - ❑ What document did you use to determine?
 - What is the Placed in Service date for the **Project**?
 - ❑ What document did you use to determine?

2016 Project and Rent Tool

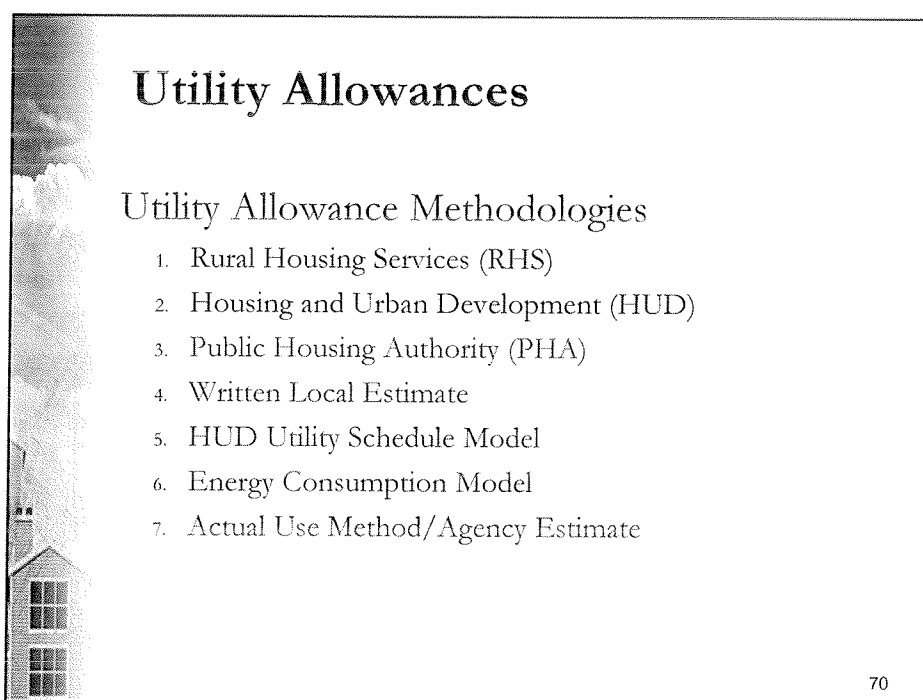
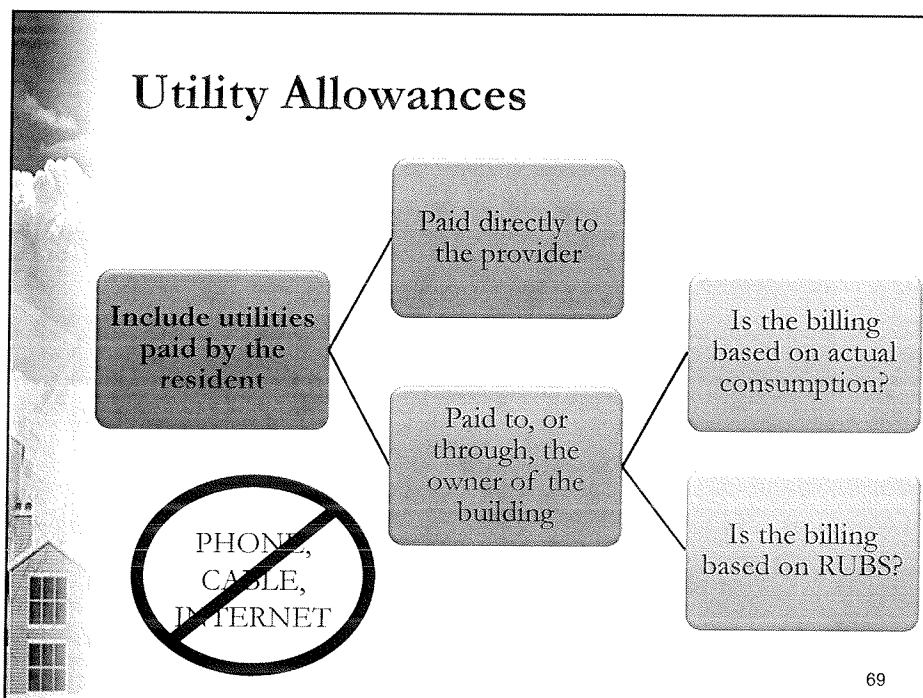
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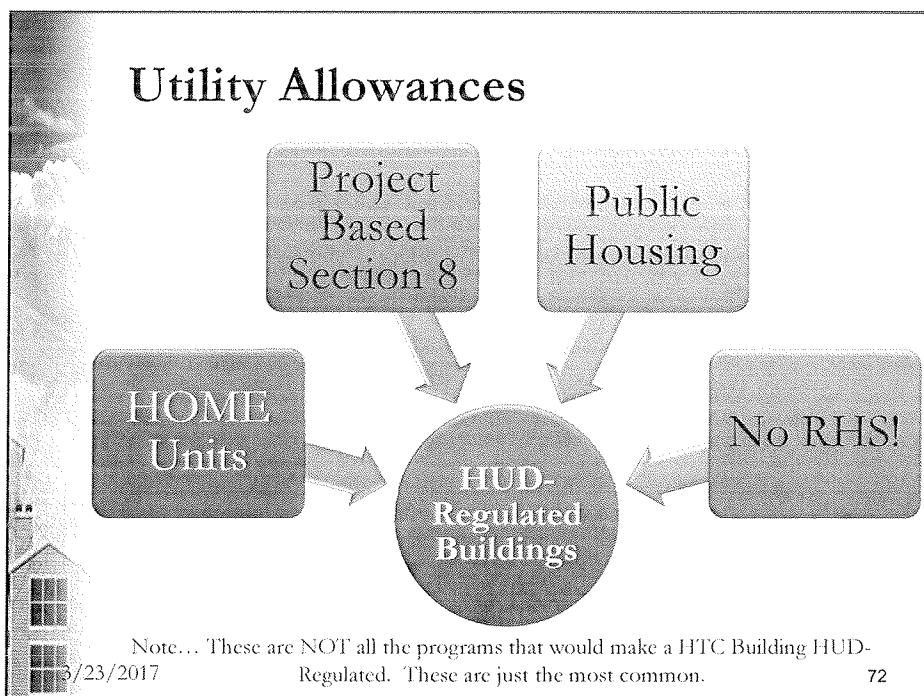
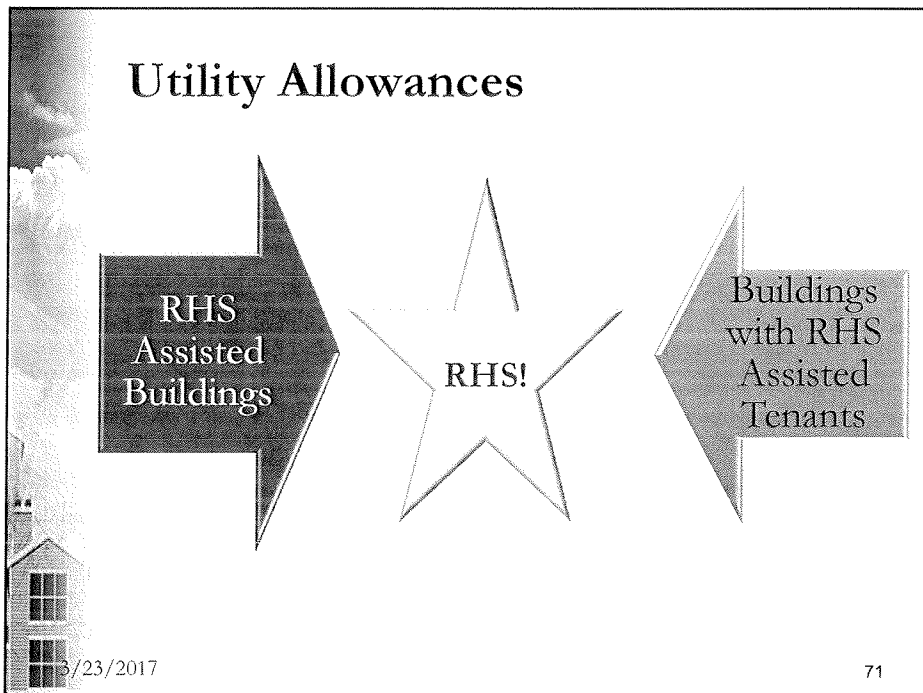


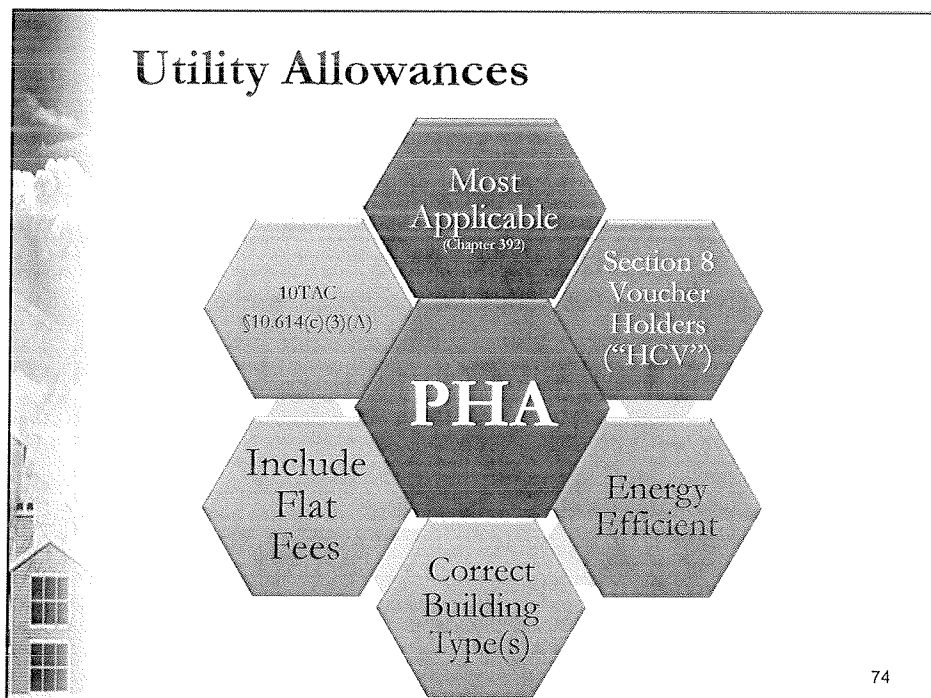
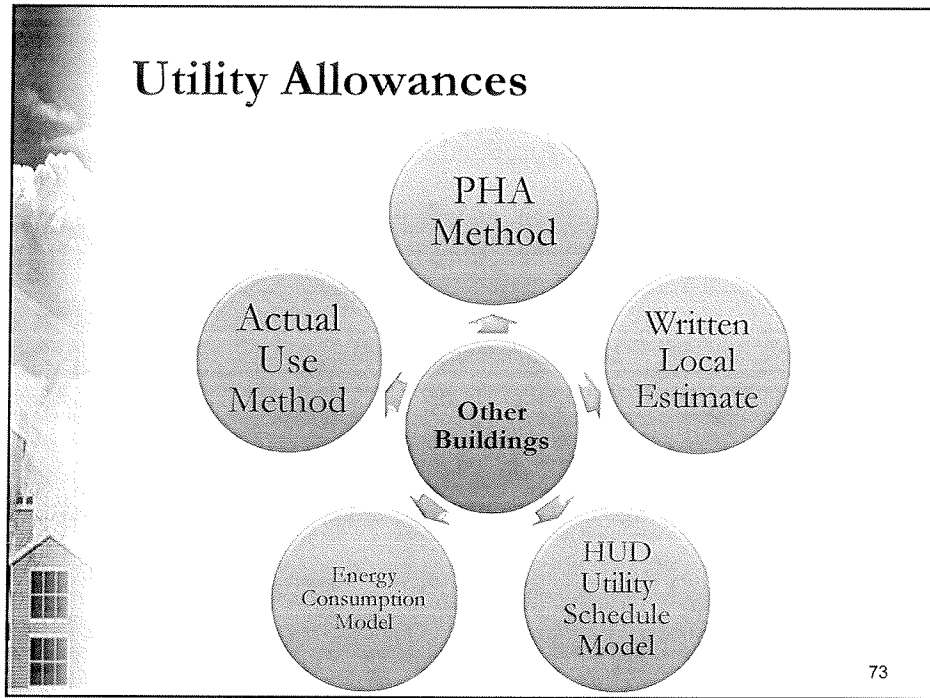
Utility Allowances

- ❖ Treasury Regulation 1.42-10
 - Federally approved methodologies
 - Recently revised March 3, 2016
- ❖ 8823 Audit Guide, Chapter 18
 - Identifies compliance
- ❖ 10TAC§10.614
 - TDHCA's rule that details how methodologies are implemented in Texas
 - Amended December 4, 2016

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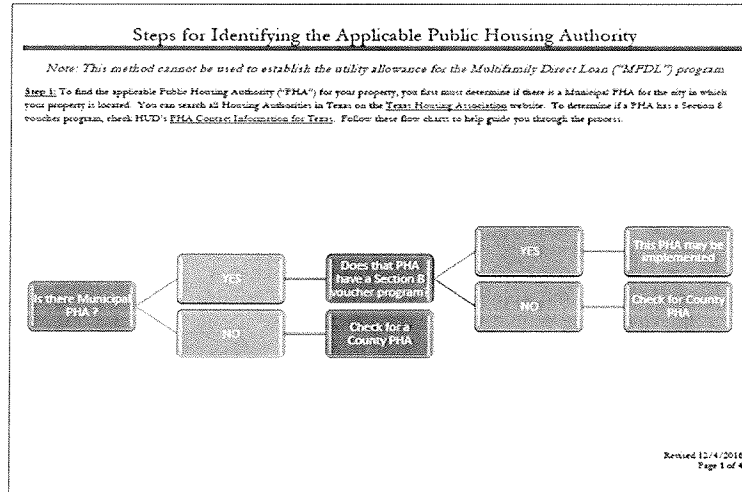






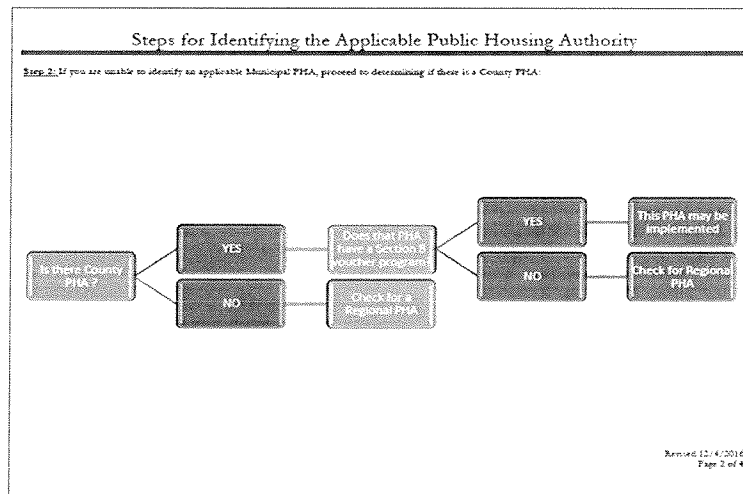
Utility Allowances

Step 1: Is there a Municipal Housing Authority?



Utility Allowances

Step 2: Is there a County Housing Authority?



Utility Allowances

Step 3: Is there a Regional Housing Authority?

Steps for Identifying the Applicable Public Housing Authority

Step 3: If you are unable to identify an applicable Municipal PHA or County PHA, proceed to determining if there is a Regional PHA.

```

graph LR
    A[Is there Regional PHA?] -- YES --> B[Does that PHA have a Section 8 voucher program?]
    A -- NO --> C[Must select an alternate utility allowance method]
    B -- YES --> D[This PHA may be implemented]
    B -- NO --> E[Check for COG or TDHCA service area]
    
```

Note: you must maintain documentation that the PHA is a Regional PHA under Texas Local Government Code, Chapter 302. This is a specific type of organization for a Housing Authority and not just that the PHA will lead section 8 vouchers to your property.

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Page 3 of 4

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Utility Allowances

Step 4: Is the property located in a HCV service area for a COG or THDCA's HCV Programs?

Steps for Identifying the Applicable Public Housing Authority

Step 4: If you are unable to identify a Regional PHA, you may be eligible to still use this method if ...

```

graph LR
    A[The property located in Housing Choice Voucher Service Area of...] --> B[Council of Government "COG" Created under Texas Local Government Code, Chapter 302]
    A --> C[TDHCA's Housing Choice Voucher Program]
    B --> D[The utility allowance established for the area in which the property is located must be used]
    C --> D
    
```

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Page 4 of 4

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CAN USE (w/OVT APPROVAL)
... DOES THIS APPLY TO ROCK PRAIRIE?
... WHAT WORKS FOR OAK MEADOWS.

Utility Allowances

How to determine what PHA is applicable to a development?

Step 1: What are the PHAs in your county?

- ❖ <http://www.txtha.org/index.php/by-county/>

Step 2: Does that PHA operate a HCV Program?

- ❖ https://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/pha/contacts/tx

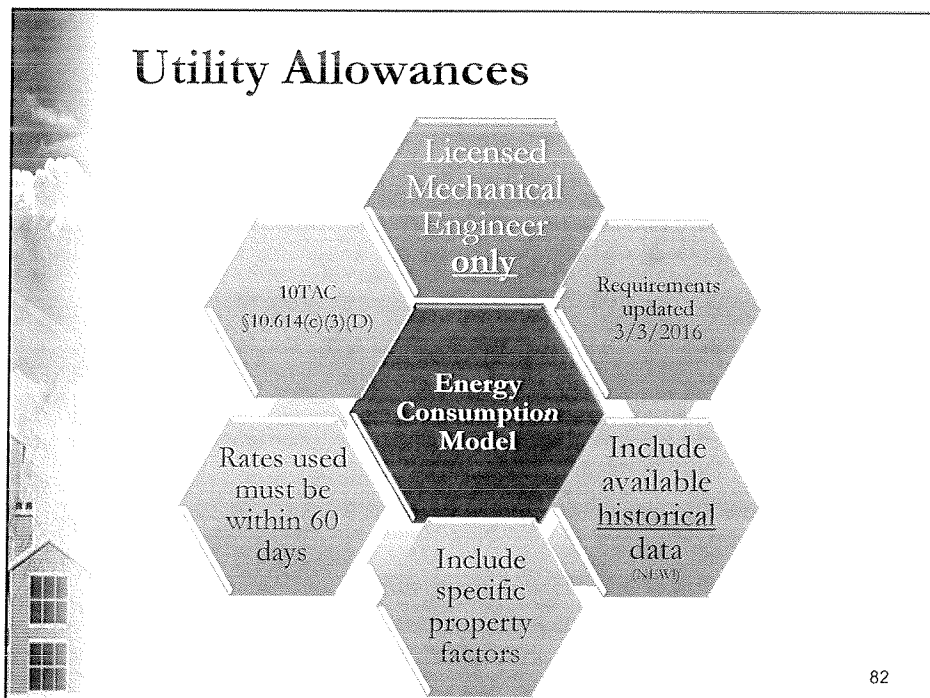
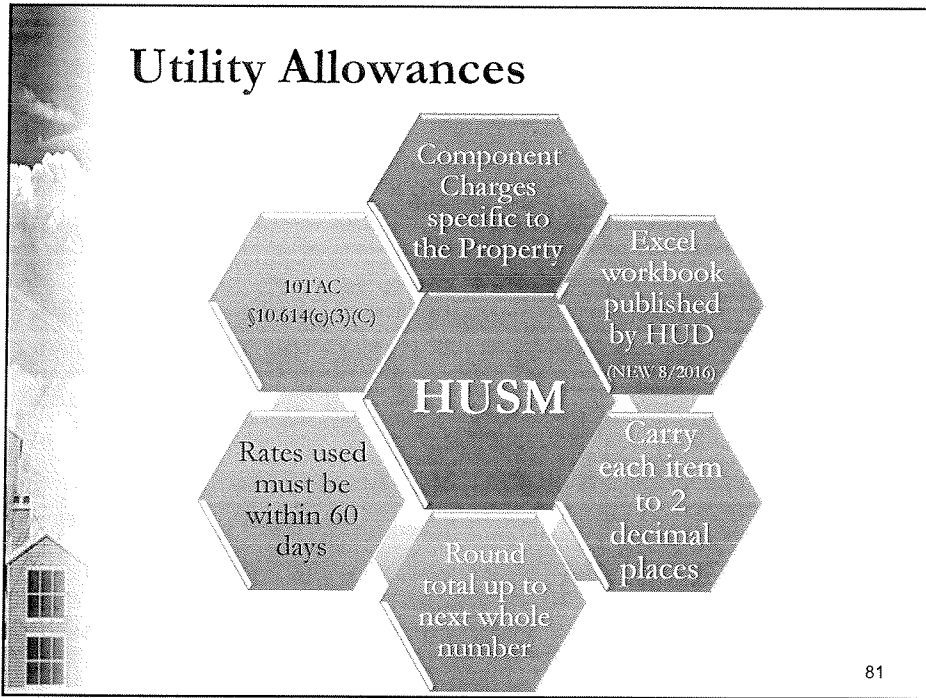
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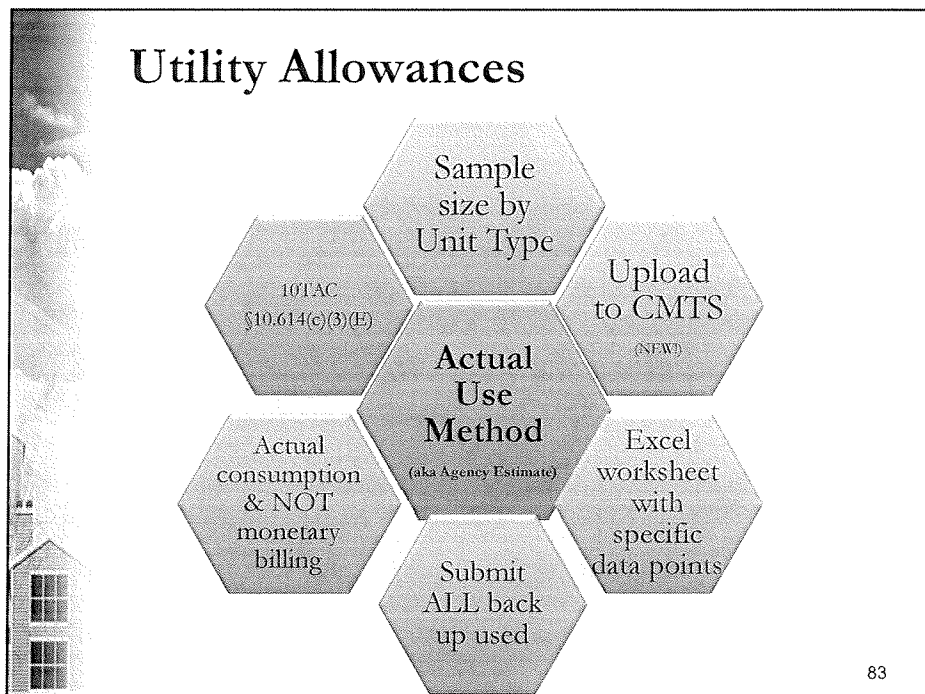
Utility Allowances

Written Local Estimate

- Residential Utility Provider
- Power to Choose (deregulated areas)
- Signed by Utility Provider
- Include all Component Charges
- For units of similar size & construction in the same geographic area
- 10EAC (10.614(c)(3)(B))

80





Utility Allowances

- ❖ Effective Dates [10TAC§10.614(h)]
 - RHS/HUD
 - Date prescribed under the program
 - PHA
 - 90 days after the change is made available
 - Can be implemented sooner
 - Written Local Estimate, HUD Model, Energy Consumption Model
 - Rent due 90 days after the date of posting
 - Must wait the 90 days before implementing
 - Actual Use Method
 - 90 days after TDHCA approved (Date of Posting)
 - Must wait the 90 days before implementing

84

Utility Allowances

When does the 90-day notification begin?

Methodology	Beginning of 90 Days
Written Local Estimate	Date of letter from Utility Provider
HUD Utility Model Schedule	Date entered as "Form Date"
Energy Consumption Model	60 days after the end of the last month of the 12-month period for which data was used to compute the estimate
Actual Use Method	Date allowance is approved by TDHCA

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Utility Allowances

10TAC§10.614(f)(2)

"...If the Owner fails to post the notice to the residents and submit the request to the Department by the beginning of the 90 day period, the Department's approval or denial will be delayed for up to 90 days after Department notification."

86

Utility Allowances

Annual Review Requirements 10TAC§10.614(i):

RHS / HUD	PHA	Alternative Methods
<ul style="list-style-type: none"> • Comply with RHS/HUD Program Requirements 	<ul style="list-style-type: none"> • Must check periodically for change 	<ul style="list-style-type: none"> • Once a <u>Calendar Year</u> • Must post for residents • Department approval required

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Utility Allowances

- ❖ Combining Methodologies
 - With the exception of RHS buildings and HUD regulated buildings, owners may combine methodologies
 - Be careful... different methods have different annual review requirements and effective dates!

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Utility Allowances

- ❖ Changing Methodologies 10TAC§10.614(j)
 - Owner must obtain prior approval to:
 - ❑ Change the methodology and/or
 - ❑ Start charging for a utility
 - To obtain approval, submit a request to the Department and include:
 - ❑ Completed Utility Allowance Questionnaire
 - ❑ All applicable back-up (based on methodology)

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Utility Allowances

§10.614(n)...NEW!

*All requests described in this subsection must be complete and uploaded directly to the Development's CMTS account using the "Utility Allowance Documents" in the type field and "Utility Allowance" as the TDHCA Contact. **The Department will not be able to approve requests that are incomplete and/or are not submitted correctly***


90

Utility Allowances

❖ Exercise: Determine the utility allowance for each building at Pandora Springs

1. What is the utility allowance for building 1?
2. What is the utility allowance for building 2?
3. What is the utility allowance for building 3?
4. What is the utility allowance for building 4?
5. What is the utility allowance for building 5?
6. What is the utility allowance for building 6?
7. What is the utility allowance for building 7?

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Module 3
How to Manage Through Your
1st Year

The image features a background of a cloudy sky, a house, and architectural blueprints. The Texas Department of Housing and Community Affairs logo is centered at the top. The text 'Module 3' is in a large, bold, serif font. Below it, 'How to Manage Through Your' is in a smaller, bold, serif font, and '1st Year' is in a large, bold, serif font.

First Year

- ❖ Form 8609
- ❖ Minimum Set-Aside
- ❖ Applicable Fraction
- ❖ Eligibility
- ❖ Students
- ❖ Lease Requirements
- ❖ Land Use Restriction Agreement (LURA)
- ❖ Rents
- ❖ Fees
- ❖ Eligible Basis

Form 8609: Low Income Housing Credit Allocation and Certification

- ❖ Each residential building with low-income units receives an individual Form 8609
- ❖ This form is the owner's tax record to let the IRS know that the building is ready to start receiving credit

Form 8609: Low Income Housing Credit Allocation and Certification

New Construction

Acq/Rehab

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Form 8609: Low Income Housing Credit Allocation and Certification

Part 1: Allocation of Credit

Form 8609 Low Income Housing Credit Allocation and Certification (OMB No. 1545-0047)

Department of the Treasury Internal Revenue Service

Information about Form 8609 and its separate instructions is at www.irs.gov/form8609

Section 1 Allocation of Credit

1 Allocation of Credit

A Address of building (do not use P.O. box) (see instructions) _____

B Name and address of housing credit agency _____

C Name, address, and TIN of building owner (see instructions) _____

D Employer identification number of agency _____

E Building identification number (see instructions) _____

2 Date of allocation is: _____ **B** Maximum housing credit dollar amount allowable _____

3 Maximum applicable credit percentage allowable (see instructions): _____

4 Maximum qualified basis _____

5 If the eligible basis used in the computation of this fee was increased, check the applicable box and enter the percentage to which the eligible basis was increased (see instructions):

Building located in the Gulf Opportunity (GO) Zone, the GO Zone, or the Wilderness (W) Zone

Section 42(d)(9)(B) high cost area provisions

6 Percentage of the aggregate basis provided by tax-exempt bonds, or zero, enter -0-: _____

7 Other building placed in service: _____

8 Check the boxes that describe the allocation for the building (check those that apply):

Newly constructed and federally subsidized Newly constructed and not federally subsidized Existing building

Section 42(b) rehabilitation expenditures federally subsidized Section 42(b) rehabilitation expenditures not federally subsidized

Not federally subsidized (for recovery of 42(d)(9)(B) area under sec. 4222(b)(3)) Allocation subject to nonprofit set-aside under sec. 4222(b)(4)

Signature of Authorized Housing Credit Agency Official — Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

 Signature of Authorized Housing Credit Agency Official

 Title of Authorized Housing Credit Agency Official

 Date

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Form 8609: Low Income Housing Credit Allocation and Certification

Form 8609 Low Income Housing Credit Allocation and Certification. Part I: Allocation of Credit. Includes fields for Name, Address, and other identifying information.

Part II: First Year Certification

7 Eligible basis of building (see instructions) 7

8a Original qualified basis of the building at close of first year of credit period 8a

b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)? Yes No

9a If box 8a or box 8b is checked, do you elect to reduce eligible basis under section 42(d)(3)(B)? Yes No

b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low income units under section 42(d)(3)(B)? Yes No

10 Check the appropriate box for each election:

Caution: Once made, the following elections are irrevocable.

a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1)) Yes No

b Elect not to treat large partnership as taxpayer (section 42(g)(5)) Yes No

c Elect minimum set-aside requirement (section 42(g)) (see instructions) 20-50 40-60 25-60 (N.Y.C. only)

d Elect deep rent skewed project (section 42(d)(4)(B)) (see instructions) 15-40

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

Signature _____ Taxpayer identification number _____ Date _____
 Name (please type or print) _____ First year of the credit period _____

For Privacy Act and Paperwork Reduction Act Notice, see separate instructions. Cat. No. 63681 U Form 8609 (Rev. 12-2013)

Form 8609: Low Income Housing Credit Allocation and Certification

Form 8609 Low Income Housing Credit Allocation and Certification. Part I: Allocation of Credit. Includes fields for Name, Address, and other identifying information.

Line 8b: Project Election

Remember... Each residential building receives its own Form 8609 so this election will be made for **each** building

8a Original qualified basis of the building at close of first year of credit period 8a

b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)? Yes No

10 Check the appropriate box for each election:

a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1)) Yes No

b Elect not to treat large partnership as taxpayer (section 42(g)(5)) Yes No

c Elect minimum set-aside requirement (section 42(g)) (see instructions) 20-50 40-60 25-60 (N.Y.C. only)

d Elect deep rent skewed project (section 42(d)(4)(B)) (see instructions) 15-40

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

Signature _____ Taxpayer identification number _____ Date _____
 Name (please type or print) _____ First year of the credit period _____

For Privacy Act and Paperwork Reduction Act Notice, see separate instructions. Cat. No. 63681 U Form 8609 (Rev. 12-2013)

Form 8609: Low Income Housing Credit Allocation and Certification

❖ Statement for Multiple Building Election

- No required/standard format
- Must include
 1. Name and Address of the property and each building in the project
 2. The BIN of each building in the project
 3. The aggregate credit dollar amount for the project (not applicable for Exchange properties)
 4. The credit allocated to each building in the project (not applicable for Exchange properties)
- Failure to attach the required statement will result in each building monitored as a separate project

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Form 8609: Low Income Housing Credit Allocation and Certification

Qualified low-income housing project:

Any residential rental project that meets one of two requirements elected by the owner on Form 8609, line 10c [IRC§42(g)(1)]

c Elect minimum set-aside requirement (section 42(g)) (see instructions) 20-50 40-60 25-60 (N.Y.C. only)

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Form 8609: Low Income Housing Credit Allocation and Certification

20/50

20% of the units in the Project must be occupied by households with an income AND rent less than 50%

40/60

40% of the units in the Project must be occupied by households with an income AND rent less than 60%

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Form 8609: Low Income Housing Credit Allocation and Certification

5 Date building placed in service

Line 10a: Election of Credit Period

The building's Placed in Service date is found on line 5 of Part I

10 Check the appropriate box for each election. **Caution: Once made, the following elections are irrevocable.**

a Elect to begin credit period the first year after the building is placed in service (section 42(f)(3)) Yes No

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Form 8609: Low Income Housing Credit Allocation and Certification

At the commencement of leasing Form(s) have not yet been issued.

Form(s) 8609 are issued after Cost Certification is completed.

Cost Certification is the process used to determine how much credit will be awarded.

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Minimum Set-Aside

Minimum Set-Aside

- Must be met to claim ANY credits
- Met on a Project basis
- Unit count ONLY
- Checked 12/31 every year of the Compliance Period

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Minimum Set-Aside

❖ Exercise: You do not have Form 8609 yet for Pandora Springs. Has the minimum set-aside has been met in each **Project**?

1. Project 1?
2. Project 2?
3. Project 3?
4. Project 4?
5. Project 5?
6. Project 6?
7. Project 7?

105

Applicable Fraction

Applicable Fraction

Used in determining how many credits the building can get


Determined by Building Identification Number (BIN)

Lesser of the unit fraction vs. square footage fraction

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Applicable Fraction

- ❖ Applicable Fraction
 - Smaller of the unit fraction or the square footage fraction [IRC§42(c)(1)(B)]
 - Most owners choose to rent additional units to low-income households in excess of the required minimum set-aside to increase the credit award



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Applicable Fraction

Unit Fraction

Number of LI Units
Total Number of Units

Sq Ft Fraction

Sq Ft of LI Units
Sq Ft of Total Units



108

Applicable Fraction

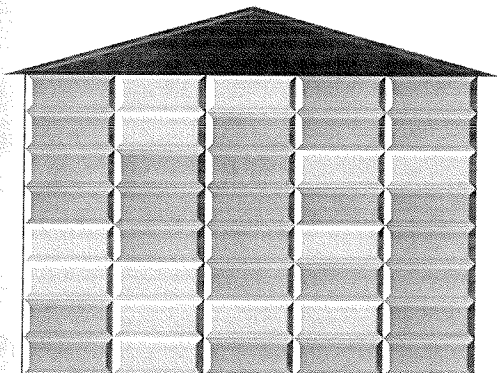
❖ Exercise: Based on the unit designations on the USR what is the Applicable Fraction for each building at Pandora Springs?

1. Building 1?
2. Building 2?
3. Building 3?
4. Building 4?
5. Building 5?
6. Building 6?
7. Building 7?

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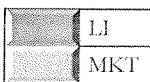
Minimum Set Aside vs Applicable Fraction

How many low-income units are there?



Has the Project's Minimum Set-Aside been met?

Has the Building's Applicable Fraction been met?



- Minimum Set-Aside elected: 40/60
- Unit Applicable Fraction: 75%

110

Minimum Set Aside vs Applicable Fraction

How many low-income units are there?

Has the Project's Minimum Set-Aside been met?

Has the Building's Applicable Fraction been met?

Would the Project meet the Minimum Set-Aside if it were 20/50?

- Minimum Set-Aside elected: 40/60
- Unit Applicable Fraction: 35%

111

Applicable Fraction

❖ Exempt Units:

- > Management Units
- > Maintenance Units
- > Courtesy Officer Units

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Applicable Fraction

Revenue Ruling 92-61 and Revenue Ruling 2004-82

*“The adjusted basis of a unit occupied by a full-time resident manager is included in the eligible basis of a qualified low-income building under Section 42(d)(1) of the Code, but **the unit is excluded from the applicable fraction** under Section 42(c)(1)(B) for purposes of determining the building's qualified basis.”*

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Applicable Fraction

- ❖ If a building is 100% low-income, it's easy to maintain the required applicable fraction with an employee in a unit.
- ❖ If the building is mixed income (both low-income and market units), you must maintain the required applicable fraction with one less unit.

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Applicable Fraction

- ❖ If in a later year of the credit period the unit is no longer occupied by an employee, the unit is now included in both the numerator and denominator of the Applicable Fraction for that year
- ❖ To maintain compliance the unit needs to be leased to an eligible household as soon as possible (100% low-income buildings)

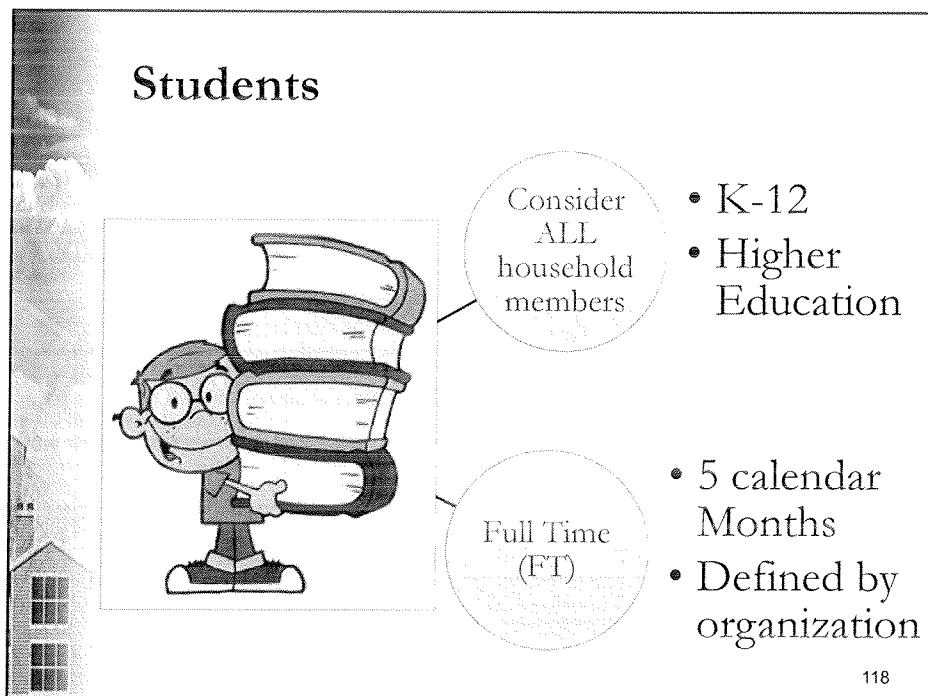
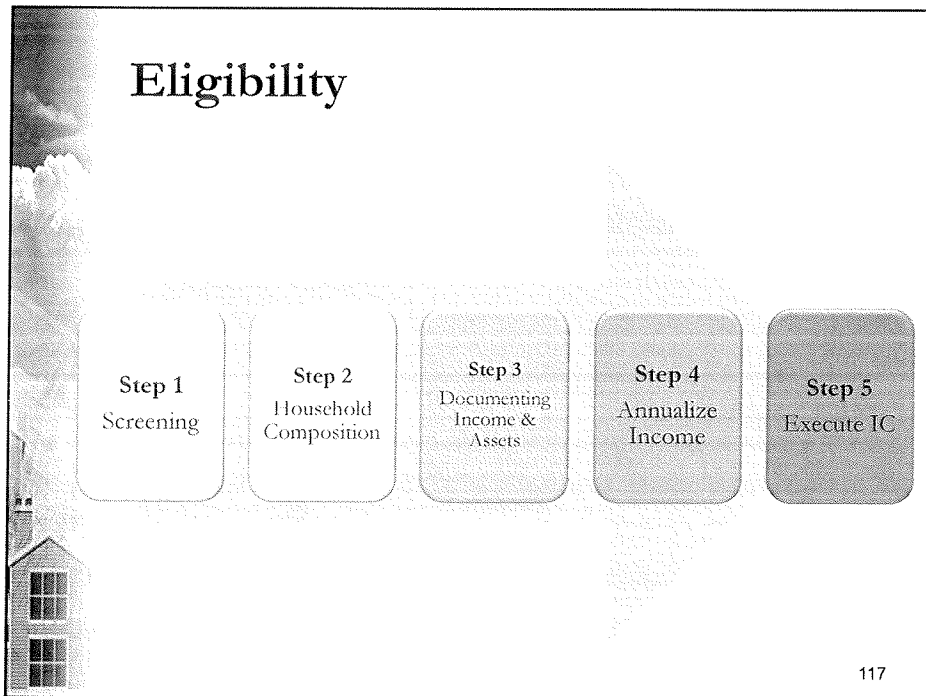
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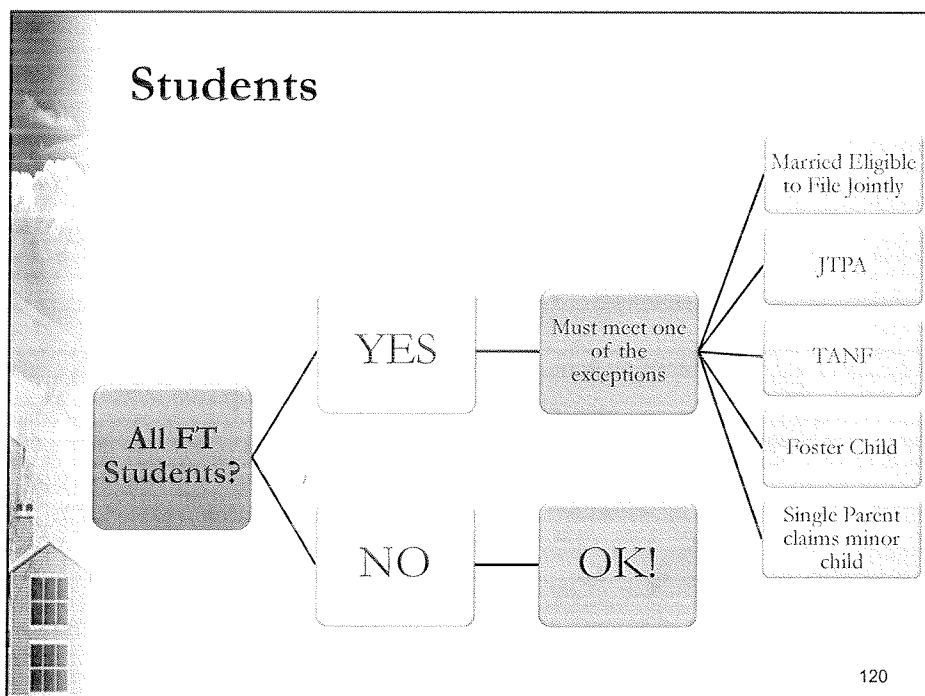
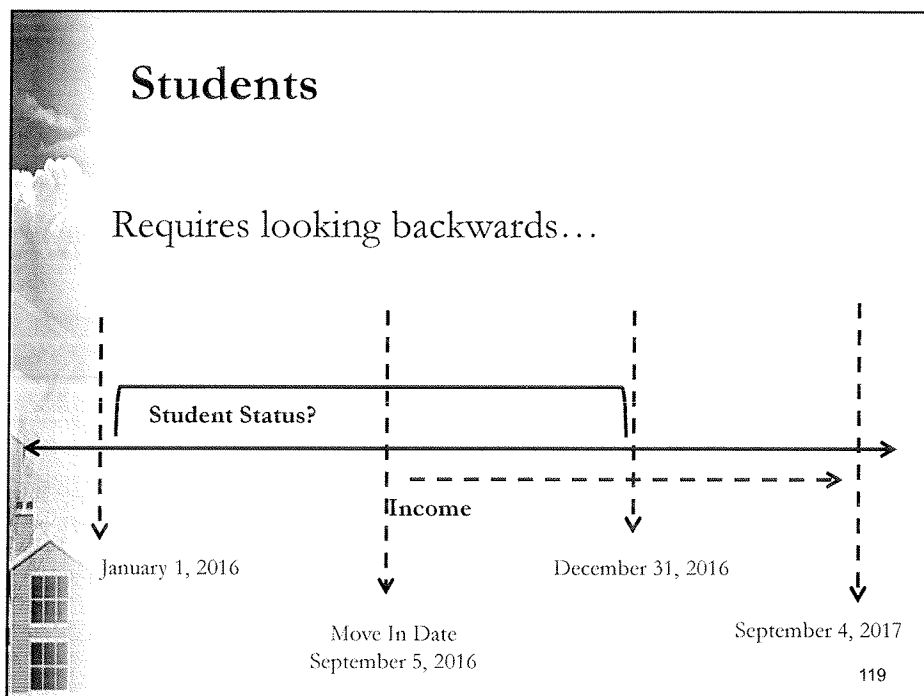



Applicable Fraction

- ❖ Model Units
 - Considered a residential rental unit
 - Included in Eligible Basis
 - In general, remove unit from the numerator of the Applicable Fraction
 - ❑ Example: Property has a total of 250 low-income units and 1 model unit. The unit fraction would be $249/250$ or 99.6%

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Students

- ❖ Units are out of compliance
 1. If occupied by all FT students and none of the exceptions are met
 - ❑ At move-in OR
 - ❑ Anytime during the certification
 2. The owner fails to verify the household's student status at the time of move-in OR
 3. Annual student status verification was performed late and after notification of state agency review

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Students

- ❖ The unit will be considered back in compliance
 - When documented as no longer occupied entirely by full time students or
 - The tenant qualifies under one of the exceptions

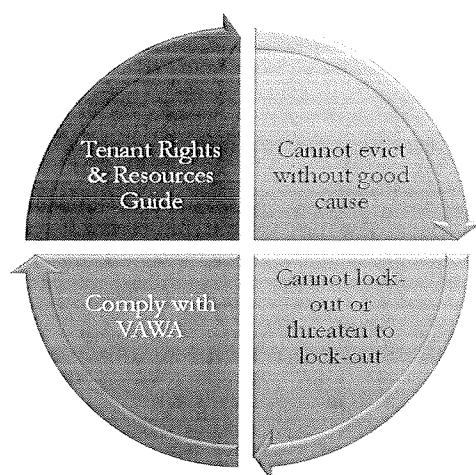
122

Students

- ❖ Student status must be verified by the registrar's office
- ❖ Full-time status defined by the educational organization attended
- ❖ Status should be verified on a semester basis
- ❖ Verify part-time status
 - Noncompliance will be cited if student status is not verified each semester

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Lease Requirements §10.613



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Lease Requirements §10.613

❖ Lease Requirements

- Supportive housing program where the owner receives a rental payment for the unit regardless of physical occupancy can collect vacancy payments for 60 days (previously limited to 30 days)

❖ §10.613(i)

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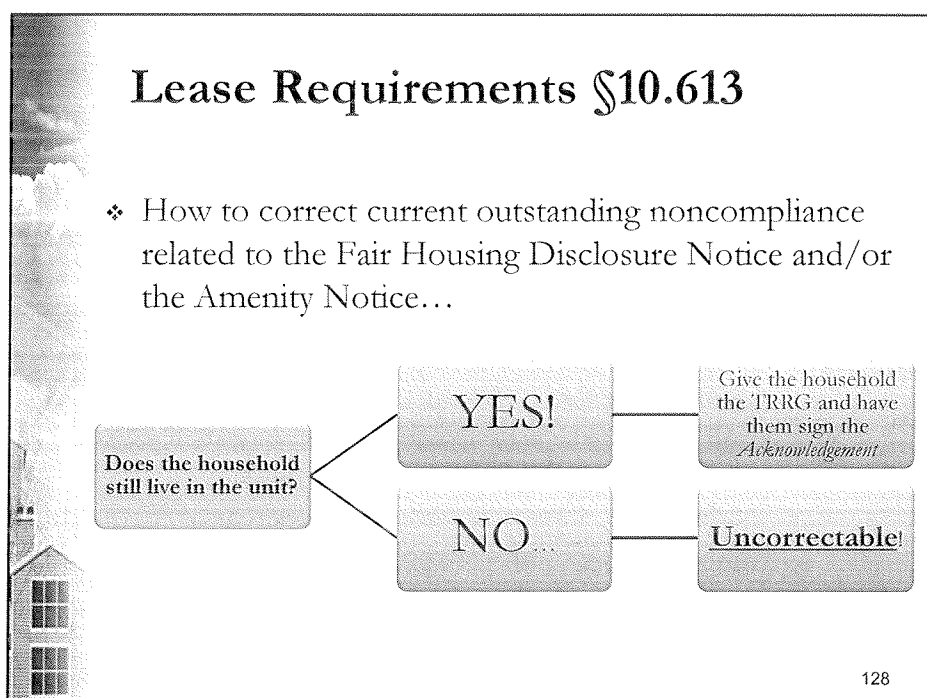
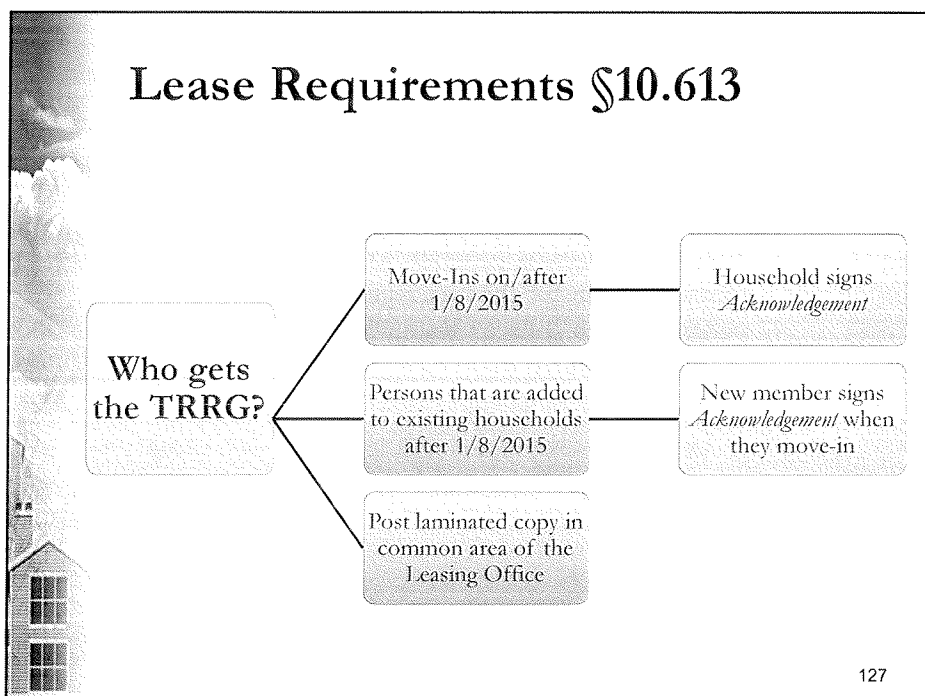
Lease Requirements §10.613

❖ Tenant Rights and Resources Guide (“TRRG”)

- Electronically available
- Must customize with property specific unit/common amenities and services
- All households that move-in on/after January 8, 2015 must be given the TRRG
 - ❑ Sign the *Acknowledgement* to certify receipt

❖ §10.613(j)-(k)

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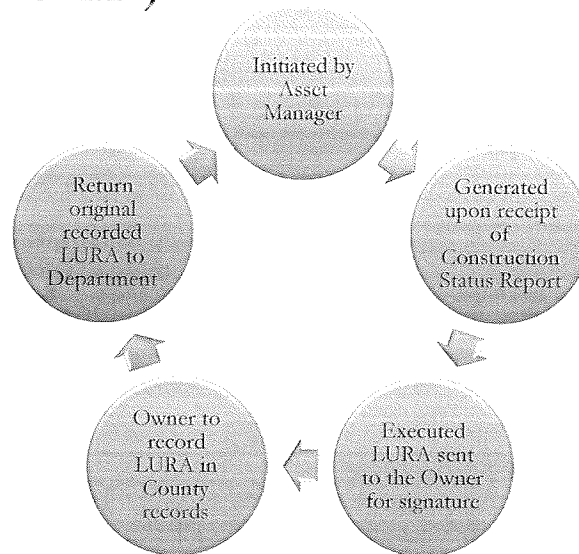


Land Use Restriction Agreement (“LURA”)

- ❖ Extended Use Agreement
 - No credit shall be allowed with respect to any building for the taxable year unless an extended low-income commitment is in effect as of the end of such taxable year [IRC §42(h)(6)(A)]

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Land Use Restriction Agreement (“LURA”)



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Land Use Restriction Agreement (“LURA”)

- ❖ LURA must be fully executed by the end of the 1st year of the credit period for the owner to be eligible to claim credits
- ❖ Form(s) 8609 will not be issued until the LURA is executed

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Land Use Restriction Agreement (“LURA”)

How to find your TDHCA Asset Manager...

[Programs](#) | [Support & Services](#) | [Board](#) | [Help](#)
 Home > Asset Management Contacts
Asset Management Contact List
 Find the Asset Manager assigned to your region.
 County:

County	Title	Phone
Ranuel Morales	Director of Asset Management	(512) 475-2109
Chris Salgado	Associate Single Family Asset Manager	(512) 475-9955
Colton Sanders	Asset Manager	(512) 936-7639
Dee Pallance	Senior Single Family Asset Manager	(512) 475-2567
Kent Bedell	Associate Asset Manager	(512) 475-3682
Lee Ann Chance	Asset Manager	(512) 936-7639
Lucy Trevino	Senior Asset Manager	(512) 475-2550
Roselio Barrios	Asset Manager	(512) 475-3357
Matt Zimmerman	Asset Resolution Manager	(512) 475-2014

[Asset Management Region Map with Assignments \(PDF\)](#)

Type the County in which your property is located and the appropriate Asset Manager will be identified

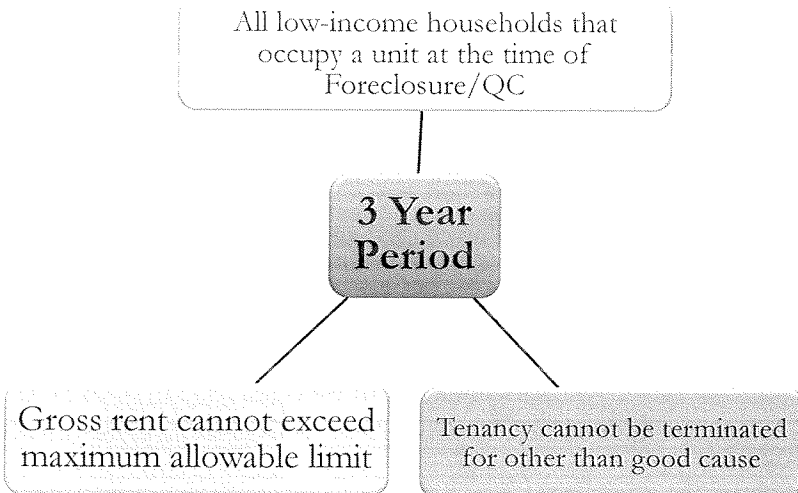
132

Land Use Restriction Agreement (“LURA”)

- ❖ When does the LURA terminate?
 - Last day of the Extended Use Period unless...
 - ❑ Building is acquired by foreclosure (or instrument in lieu of foreclosure)
 - ❑ The owner request a Qualified Contract and after one (1) year period, the Department is unable to present a buyer

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Land Use Restriction Agreement (“LURA”)



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Rents

The maximum rent limit allowed for a unit to be low-income is based on the minimum set-aside

- 50% is the highest rent allowable
- 60% is the highest rent allowable

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Rents

The owner could elect to further restrict units at lower levels:

50%

40%

30%

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Rents

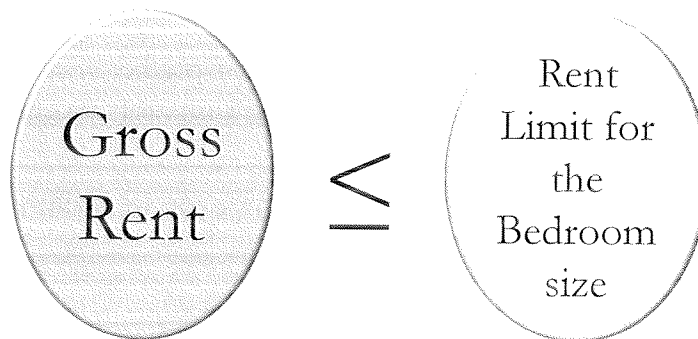
How to calculate gross rent:



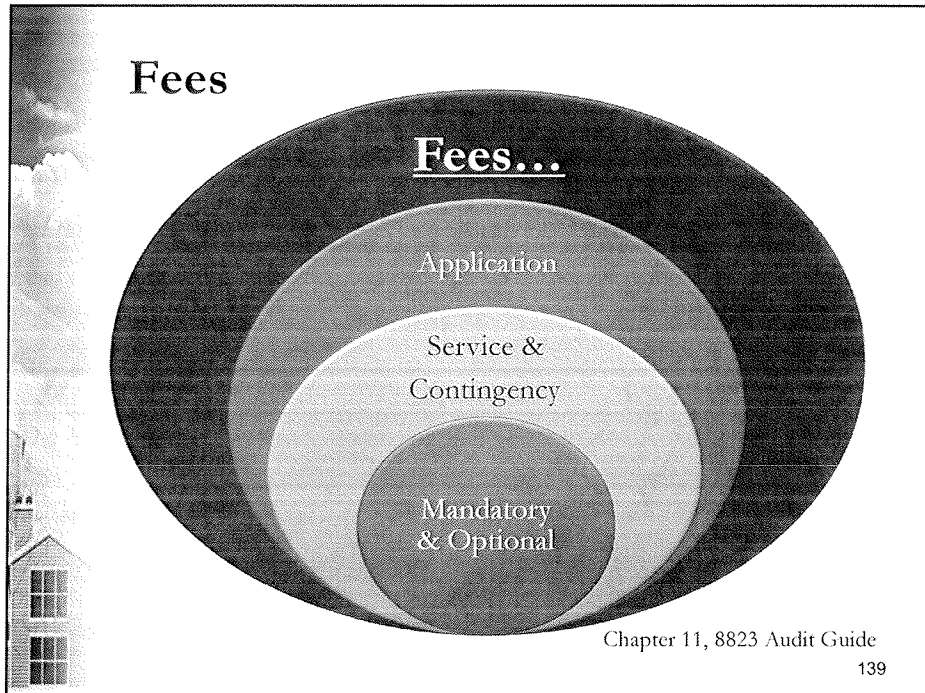
What if the household receives section 8 rental assistance?

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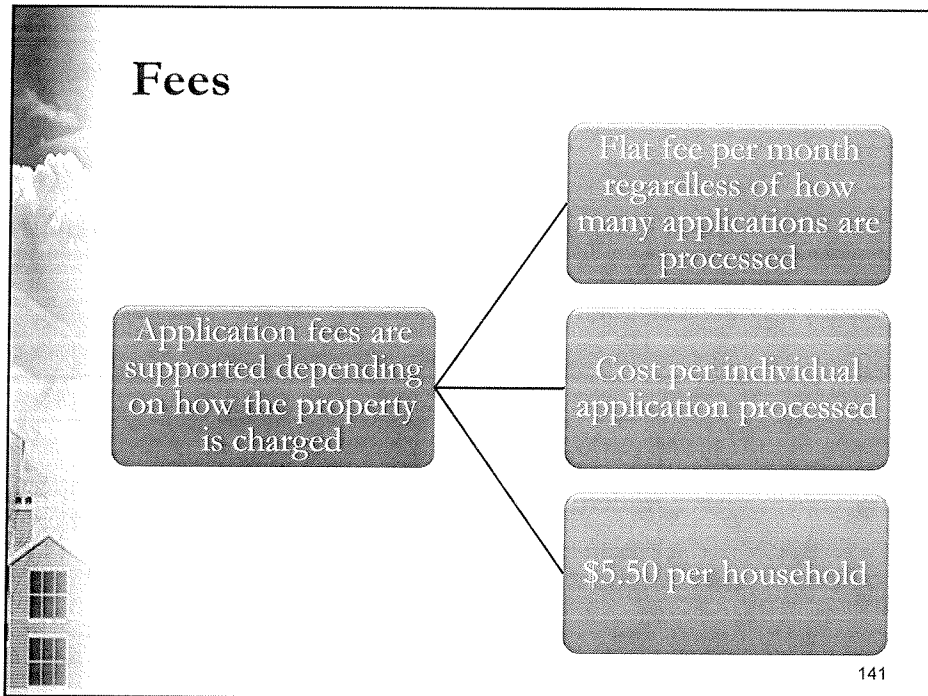
Rents



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- ## Fees
- ❖ Application Processing
 - Limited to the actual out-of-pocket cost to owner of checking tenant's income, credit history and landlord references
 - 10TAC§10.622(c)(1) allows for an additional \$5.50 per household
- 140



- ## Fees
- ❖ Provisions of Service
 - A service is optional when it is not a condition of occupancy and there is a reasonable alternative
 - Examples
 - Sure Deposit
 - Meals
 - Hair Salon
- 142



Fees

❖ Contingency Fees are allowable

- All of these types of fees are items that the resident does not have to pay unless they take or fail to take required action
- Not included in the gross rent calculation
 - ❑ Examples
 - Late rent fee
 - Re-letting fee
 - Fee to replace a key

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Fees

❖ Fees as a Condition of Occupancy (Mandatory)

- Treasury Regulation §1.42-11(a)(3): the cost of services that are required as a condition of occupancy must be included in gross rent
- Examples
 - ❑ Month-to-month fee
 - ❑ Mandatory renter's insurance
 - ❑ Utilities paid to the owner of the building where the billing type is based on an allocation formula or RUBS

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Fees

- ❖ *Fees for preparing a unit for occupancy must not be charged; owners are responsible for physically maintaining LIHTC units in a manner suitable for occupancy”*
- ❖ Charging unallowable fees will result in a finding of noncompliance
 - Remains out of compliance for the taxable year in which the event occurred

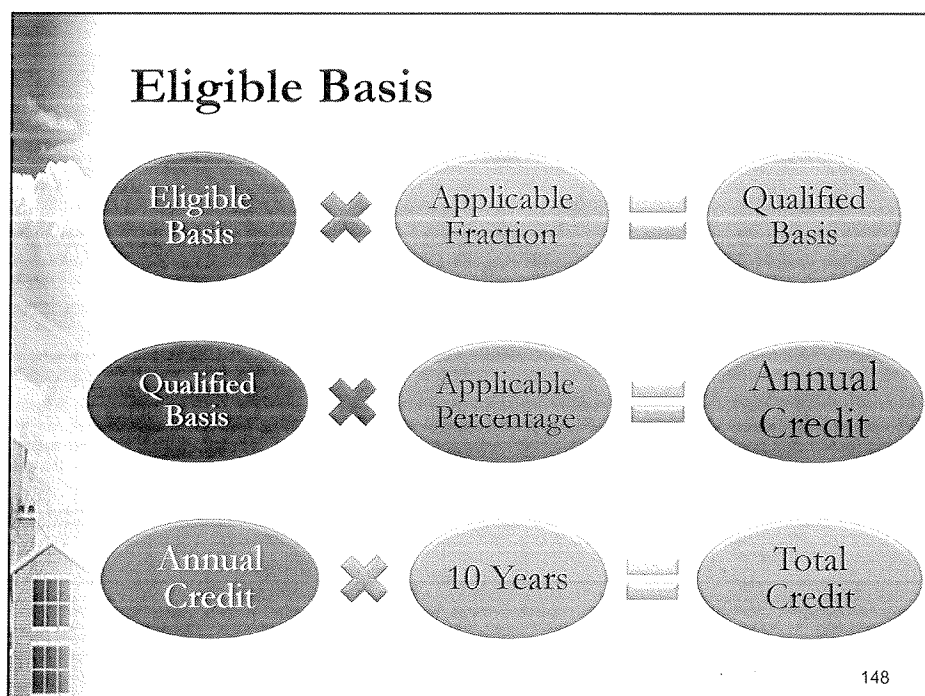
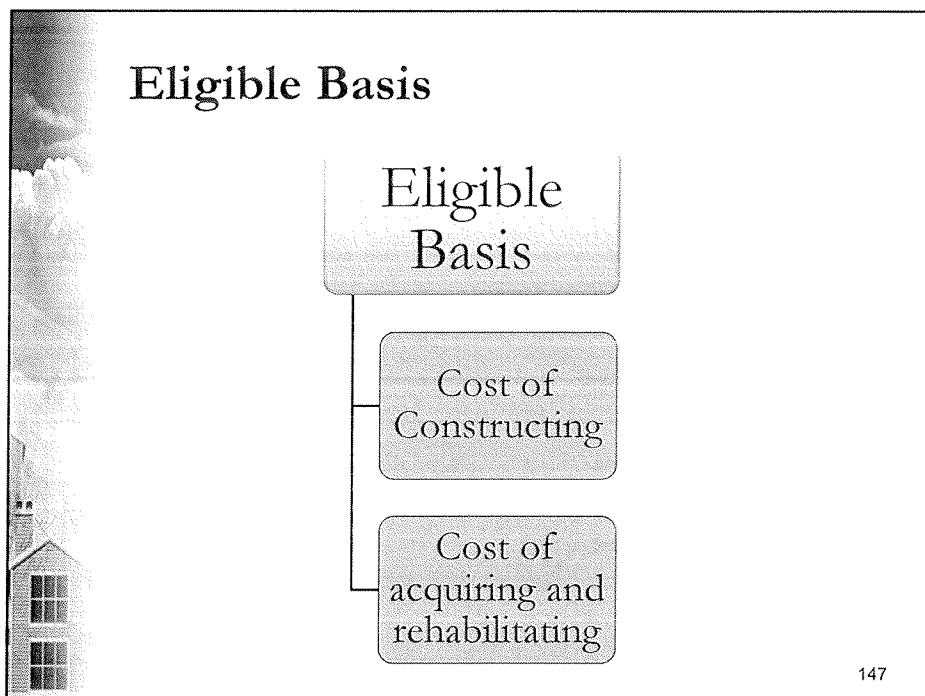
145




Fees

- ❖ Do not charge a separate fee for facilities included in eligible basis:
 - Common Examples
 - ❑ Community Room
 - ❑ Swimming Pool
 - ❑ Garages
 - ❑ Covered Parking
 - ❑ Storage

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Eligible Basis

❖ Exercise: How much credit will each building at Pandora Springs generate?

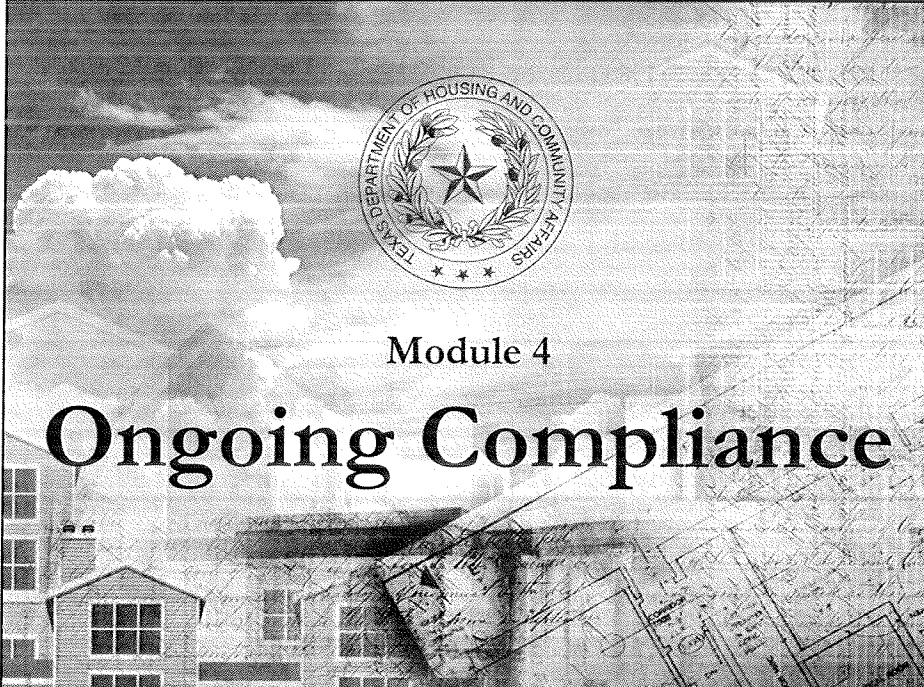
1. Building 1?
2. Building 2?
3. Building 3?
4. Building 4?
5. Building 5?
6. Building 6?
7. Building 7?

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Module 4

Ongoing Compliance






Ongoing Compliance

- ❖ Annual Data Collection
- ❖ Recertification
- ❖ Available Unit Rule
- ❖ Adding an additional household member
- ❖ Transfers
- ❖ Managing Additional Rent and Income Restrictions
- ❖ Services
- ❖ Non-Profit/HUB
- ❖ Rent Rules
- ❖ Monitoring After the Compliance Period
- ❖ Acquisition and Rehab

151



Minimum Set Aside

- ❖ Exercise: You now have Forms 8609 for each building at Pandora Springs. How many Projects are there?
 1. Project 1:
 - a. What buildings are in Project 1?
 - b. Has the minimum set-aside been met in Project 1?
 2. Project 2:
 - a. What buildings are in Project 2?
 - b. Has the minimum set-aside been met in Project 2?

152

Annual Data Collection Vs. Recertification

Annual Data Collection

- 100% low-income **Projects**-
- Must complete Annual Data Collection annually by the anniversary of the household's original move-in date into the Project
- Can be executed within 120 days BEFORE the effective date

Recertifications

- Same Process as Initial Certification
- Use current household information & Income limits
- Due by the anniversary of the household's move-in date
- Can begin 120 days before due

153

Annual Data Collection

Annual Data Collection requirements

If you are completing tenant recertifications, then you are collecting the required data

Number of Household Members

Age

Ethnicity

Race


Disability Status

Student Status

Rental Assistance Type

NEW Up to 5 categories can be selected


154



Annual Data Collection

- ❖ What can be used to collect the data?
 1. Income Certification form
 2. Annual Eligibility Certification (“AEC”) form
 3. HUD Income Certification (Form HUD-50059)
 4. USDA Income Certification (Form RD 3560-8)

155



Annual Data Collection

- ❖ Which buildings at Pandora Springs are required to comply with only the Annual Data Collection requirement?

156

Tenant Recertifications

Who completes a Tenant Recertification?

Low-Income units in mixed income Projects

157

Tenant Recertifications

What happens if the household's income increases at recertification?

```
graph TD; Q[Is income > 60%?] -- YES --> B1[If income < 140% of 60%]; Q -- YES --> B2[If income > 140% of 60%]; Q -- NO --> B3[Nothing to do! (keep rent restricted)]; B1 --> C1[Nothing to do! (keep rent restricted)]; B2 --> C2[Unit now Over Income (OI)]; B2 --> C3[Follow the Available Unit Rule!];
```

158



Tenant Recertifications

- ❖ Which buildings at Pandora Springs are required to complete a full annual recertification?
 - Why?

- ❖ What happens if all the Buildings are part of 1 Multiple Building Project?

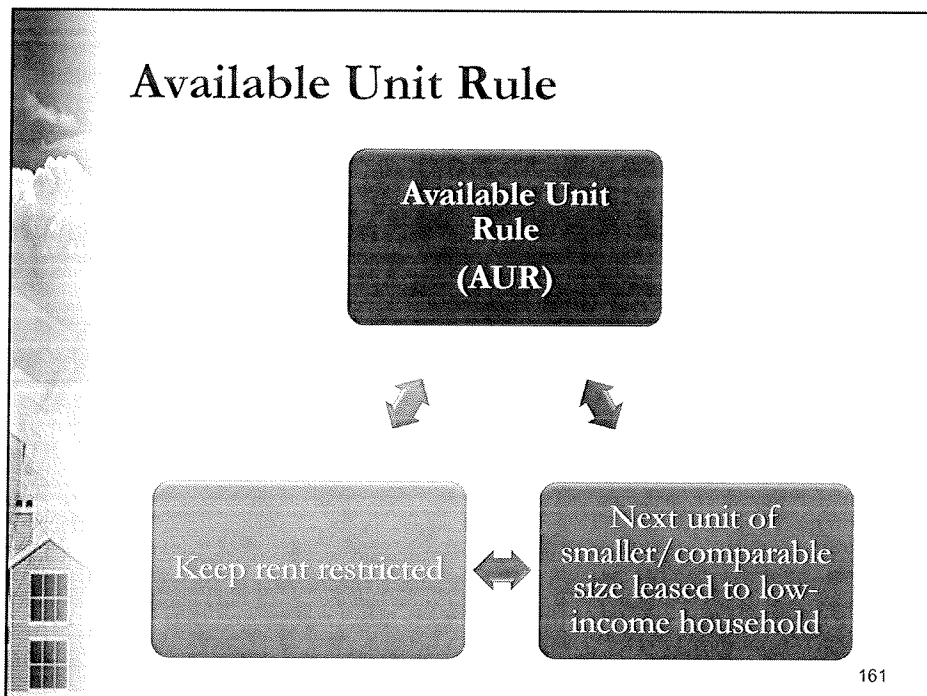
159



Tenant Recertifications

- ❖ §42(g)(2)(D) and Treasury Regulation 1.42-15:
 - Building based rule
 - When a household's income exceeds 140% of the current income limit at recertification, the unit is OI and the Available Unit Rule MUST be followed
 - If the rule is not followed, ALL OI units in the building lose their low income status

160



Available Unit Rule

- ❖ Mixed Income Project:
 - Applicable Fraction: 50%
 - What happens if unit 104 is not occupied by an eligible household?
 - What is the effect on the applicable fraction?

101 occupied	102 OI Occupied
103 occupied	104 vacant
105 occupied	106 occupied
LI	MKT

162

Available Unit Rule

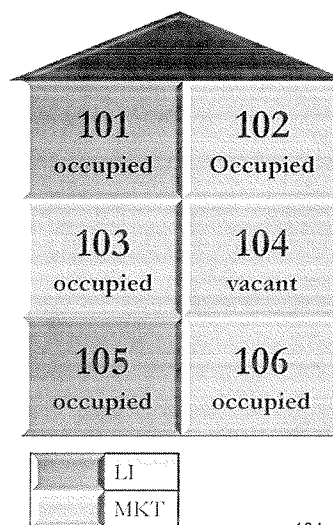
- ❖ How to correct if the AUR is not followed...

Move out the market household you
just moved in?

163

Available Unit Rule

What can we do to
correct the
noncompliance so that
there are enough units
to meet the applicable
fraction of 50% (3
units)?



164



Available Unit Rule

- ❖ 100% low-income projects:
 - Owners that lack appropriate/sufficient due diligence will be unable to demonstrate compliance with the Available Unit Rule in the case of an IRS audit

165

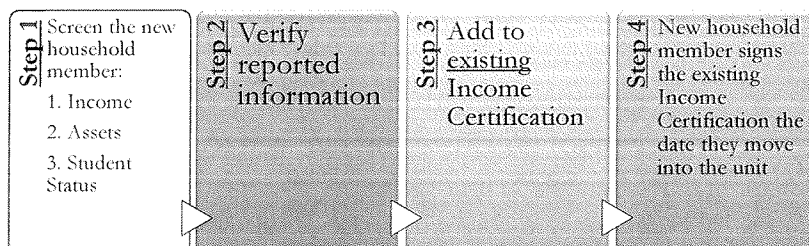


Available Unit Rule

- ❖ Based on a review of the USR for Pandora Springs, are there any units that are OI?
 - Was the NAUR followed?
 - What was the effect?
 - How can it be corrected?

166

Addition of a Household Member



Failure to follow these steps will result in a finding of noncompliance!

167

Addition of a Household Member

- ❖ Do not re-verify the existing (original) household member's income/assets when a new household member moves in
- ❖ If, when you add the new household member's income/assets to the existing household's total annual income, the new total exceeds 140% of 60%, then you must follow the Available Unit Rule (AUR)

168

Addition of a Household Member

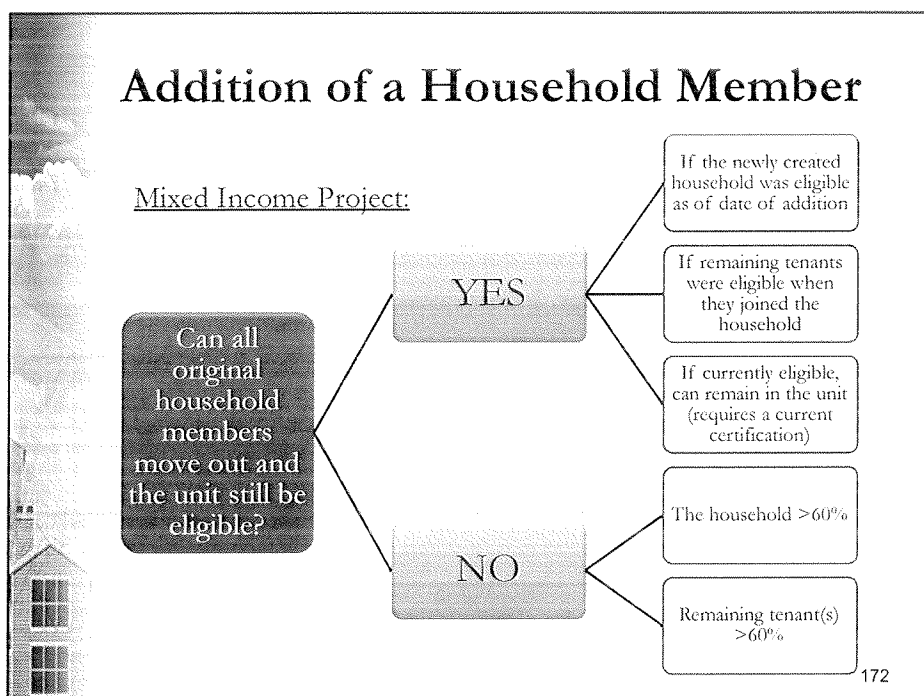
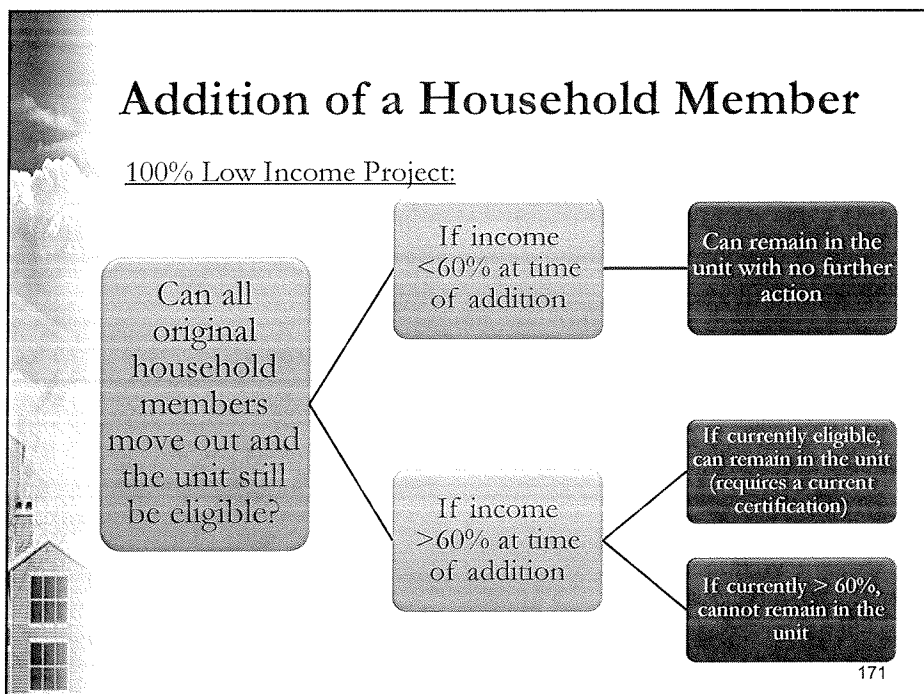
100% Low Income Project


INCOME CERTIFICATION		Effective Date: 03/01/2013			
<input type="radio"/> Initial Certification <input checked="" type="radio"/> Recertification <input type="radio"/> Other		Move-In Date: 03/01/2013 Move-Out Date: 03/01/2013			
PART I. RESIDENT DATA					
Property No. BGD #	021012410				
TDHCA #	1000000000				
PART II. GROSS ANNUAL INCOME (USE ANNUAL AMOUNTS, STARTING ON EFFECTIVE DATE)					
Mbr #	(A) Employment or Wages	(B) Social Security/Pensions	(C) Public Assistance	(D) Other Income	(E) % of Net Income
1	\$25,000.00				1111
2	\$17,000.00				9999
TOTALS					
Add totals from (A) through (D) above:					TOTAL INCOME (E): \$ 42,000 \$ - 25,000
PART IV. INCOME FROM ASSETS					
Mbr #	(F) Type of Asset	(G) C/T	(H) Cash Value of Asset	(I) Annual Income from Asset	
HOUSEHOLD CERTIFICATION & SIGNATURES (ALL RESIDENTS 18 & OVER)					
The information on this form will be used to determine maximum income eligibility. You have provided for each person(s) set forth in Part II acceptable verification of current anticipated annual income. You agree to notify the landlord immediately upon any member of the household moving out of the unit or any new member moving in. You agree to notify the landlord immediately upon any member becoming a full time student.					
Under penalties of perjury, you certify that the information presented in this Certification is true and accurate to the best of your knowledge and belief. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the termination of the lease agreement.					
Signature: <u>Joe Smith</u> Signature: <u>Sam Jones</u>		(Date): <u>3/11/2013</u> (Date): <u>6/14/2013</u>		Signature: _____ Signature: _____ Signature: _____	
				Page 1 - Income Certification (Revised April 2011) 169	

Addition of a Household Member

Mixed Income Project

INCOME CERTIFICATION		Effective Date: 06/15/2013			
<input type="radio"/> Initial Certification <input checked="" type="radio"/> Recertification <input type="radio"/> Other		Move-In Date: 06/15/2009 Move-Out Date: 06/15/2009			
PART I. RESIDENT DATA					
Property No. BGD #	021012410				
TDHCA #	1000000000				
PART II. GROSS ANNUAL INCOME (USE ANNUAL AMOUNTS, STARTING ON EFFECTIVE DATE)					
Mbr #	(A) Employment or Wages	(B) Social Security/Pensions	(C) Public Assistance	(D) Other Income	(E) % of Net Income
1	\$18,000.00				
2	\$24,000.00				
TOTALS					
Add totals from (A) through (D) above:					TOTAL INCOME (E): \$ 42,000 \$ - 18,000
PART IV. INCOME FROM ASSETS					
Mbr #	(F) Type of Asset	(G) C/T	(H) Cash Value of Asset	(I) Annual Income from Asset	
HOUSEHOLD CERTIFICATION & SIGNATURES (ALL RESIDENTS 18 & OVER)					
The information on this form will be used to determine maximum income eligibility. You have provided for each person(s) set forth in Part II acceptable verification of current anticipated annual income. You agree to notify the landlord immediately upon any member of the household moving out of the unit or any new member moving in. You agree to notify the landlord immediately upon any member becoming a full time student.					
Under penalties of perjury, you certify that the information presented in this Certification is true and accurate to the best of your knowledge and belief. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the termination of the lease agreement.					
Signature: <u>Sandy Cooper</u> Signature: <u>Phil Newman</u>		(Date): <u>6/15/2013</u> (Date): <u>1/15/2014</u>		Signature: _____ Signature: _____ Signature: _____	
				Page 1 - Income Certification (Revised April 2011) 170	





Transfers


Within the same Building

- Regardless of income

Within the same Project

- As long as the household was not OI at the last certification

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Transfers

- ❖ When transferring...
 - The two units swap status
 - One household **CANNOT** qualify 2 units
 - It is not necessary to certify the household at the time of transfer
 - Certification date follows the household **NOT** the unit

174



Transfers

- ❖ Households moving from one **Project** to another **Project** must be low-income
 - **NOT A TRANSFER!!!**
 - Requires you to certify the household under current circumstances


175



Transfers

- ❖ Based on the USR for Pandora Springs, can the following household transfer?
 1. Unit 4 transfer to unit 1?
 2. Unit 23 transfer to unit 3?
 3. Unit 12 transfer to unit 46?
 4. Unit 21 transfer to unit 15?
 5. Unit 18 transfer to unit 2?


176



Managing Additional Income and Rent Restrictions §10.615

- ❖ Owners may elect to restrict units to a lower AMI
 - 30%, 40% and 50%
- ❖ If applicable, these restrictions are recorded in the LURA

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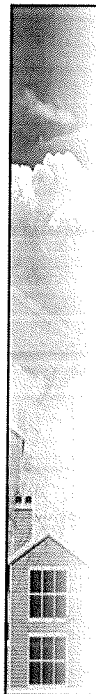


Managing Additional Income and Rent Restrictions §10.615

Once qualified, household maintains designation

- Regardless of increase in income
- Rent remains restricted
- When household vacates, next unit in the property must be leased to a household at that designation


178



Managing Additional Income and Rent Restrictions §10.615

- ❖ Exception:
 - Mixed income projects must follow the Available Unit Rule when the household's income exceeds 140% of the maximum allowable limit

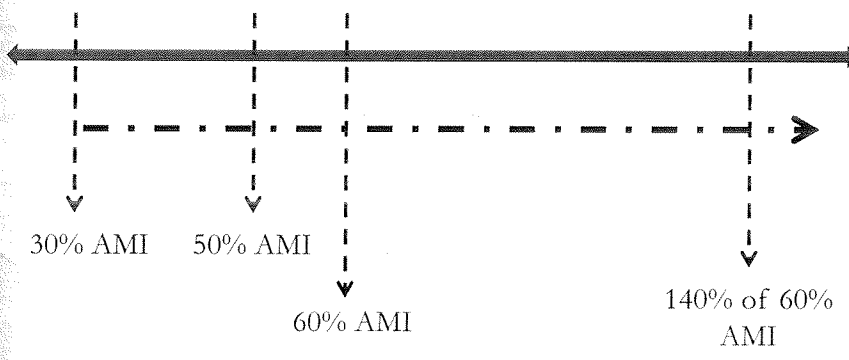
179



Managing Additional Income and Rent Restrictions §10.615

How to comply with this rule:

The household is NOT considered OI until their income exceeds 140% of the 60% AMI; No such thing as 140% of 30% AMI



The diagram shows a horizontal axis representing income levels. A solid arrow points from left to right. A dashed arrow points from left to right, ending at the 140% of 60% AMI mark. Vertical dashed lines with downward arrows indicate the following income levels: 30% AMI, 50% AMI, 60% AMI, and 140% of 60% AMI.

180



Social Services

- ❖ Monitoring for Social Services [§10.619]
 - Found in Appendix A of the LURA
 - ❑ Type of services
 - ❑ Length of provision
 - ❑ Provider is required
 - In general, services must be provided onsite with no charge to the household
 - If off site, transportation provided

181



Social Services

- ❖ State workforce development and welfare programs are administered through **The Texas Workforce Commission and Workforce Solutions-Workforce Boards**
- ❖ You will need to identify your local TWC Workforce Development Board

182

Social Services

- ❖ How to find your local TWC Workforce Development Board
 - 28 different TWC Workforce Development Boards in Texas
 - <http://www.twc.state.tx.us/dirs/wdbs/wdbcontacts.html>

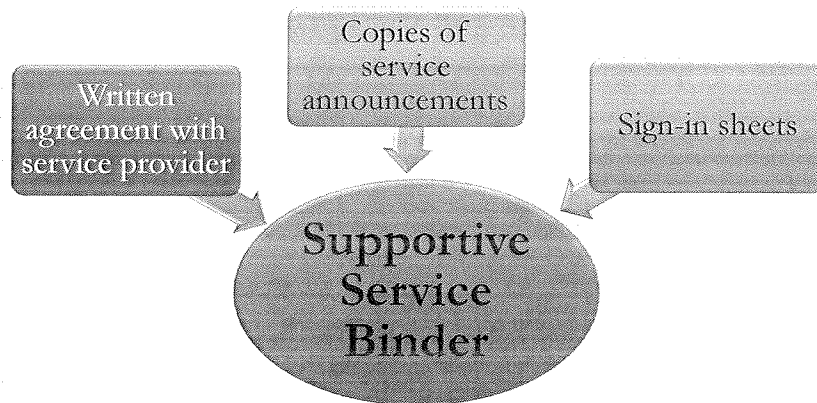
TWC Workforce Development Board Contacts

Alamo	Brewster Valley	Cameron County	Carroll Area	Carrizo Texas	Coastal Bend	Concho Valley
Dallas	Deep East Texas	East Texas	Golden Crossings	Gulf Coast	Heart of Texas	Lower Rio Grande Valley
Middle Rio Grande	North Central	North East	North Texas	Panhandle	Panhandle Basin	Pflug District
South East Texas	South Plains	South Texas	Tarrant County	Tulsa	Upper Rio Grande	West Central

183

Social Services

Owners are required to maintain sufficient documentation to evidence that the services are provided



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Social Services

❖ Tips:

1. Organize binder by service
2. Maintain contracts
3. Craft services by what is in LURA
4. Flyer and sign in sheets dated
5. One event CANNOT satisfy 2 services
6. Must be services not otherwise available to tenants

185



Non-Profit or HUB Participation

- ❖ If a LURA requires the material participation of a Non-profit or HUB, Department will confirm the requirement is met
- ❖ Reviewed at EVERY onsite that the provision is met on an ongoing basis during the Compliance Period
- ❖ Chapter 22, 8823 Audit Guide
- ❖ §10.620

186

Non Profit or HUB Participation

Confirm Ownership	Confirm in Good Standing	Confirm Material Participation
<p>Conduct a search on the Secretary of State website</p>	<p>Secretary of State will confirm non-profit status or IRS</p>	<p>Owner must submit a narrative describing material participation</p>
<p>If unable to identify, will request documentation from owner</p>	<p>Texas Comptroller of Public Accountants HUB Directory</p>	<p>Providing Supportive Services only is not sufficient</p>

187

Special Rules Regarding Rents and Rent Violations

- ❖ If rent is overcharged at the 30%, 40% and/or 50% level, to correct
 1. Reduce the rent and notify the household of reduction
 2. Refund (**NOT credit**) the total amount of rent overcharged
 3. If household has already vacated, a trust account must be established and remain open for 4 years
- ❖ §10.622

188

Special Rules Regarding Rents and Rent Violations


- ❖ For properties that have completed the 15 year compliance period (“Post 15”); and,
- ❖ Properties that have undergone a Foreclosure or Qualified Contract (during the 3 year period)
 - If gross rent exceeds ANY rent limit, including 60%, to correct:
 1. Reduce the rent and notify the household of reduction
 2. Refund (**NOT credit**) the total amount of rent overcharged
 3. If household has already vacated, a trust account must be established and remain open for 4 years

189

Acquisition and Rehab

- ❖ Owners can receive credits for the Acquisition and Rehabilitation of existing properties
- ❖ Most times, these properties have residents that already live there
- ❖ The new owner is required to income qualify those existing residents for the allocation of credits


190



Acquisition and Rehab

- ❖ If the existing household is qualified as eligible with 120 days of the date the building is acquired
 1. The effective date of the Income Certification is the date of the acquisition (all annual requirements are triggered from that date)
 2. Use the income limits in effect at the time of the acquisition

191



Acquisition and Rehab

- ❖ If the existing household is qualified as eligible more than 120 days after the date the building is acquired
 1. The effective date of the Income Certification is the date the household signs the form (all annual requirements are triggered from that date)
 2. Use the income limits in effect at the time the household signs the form

192

Acquisition and Rehab

What is the effective date of the Income Certification if the household is qualified on March 5th?

The diagram shows a horizontal timeline. A thick solid line represents the 120-day period. A dashed arrow starts at a vertical dashed line on the left and ends at a vertical dashed line on the right. Below the left vertical line is the text "November 15th Building Acquired". Below the right vertical line is the text "March 15th End of 120 days". A bracket below the dashed arrow is labeled "120 Days". A dashed arrow points from the left vertical line to the right, ending at a date that is 10 days before the right vertical line, labeled "March 5th".

November 15th
Building Acquired

120 Days

March 15th
End of 120 days


193

Acquisition and Rehab

Note...

- There is no requirement to qualify existing households as eligible within 120 days of the date of acquisition but all households (both those that existed at the time of acquisition and new move ins after the date of acquisition) must be qualified as eligible by beginning of the first year of the credit period


194



Acquisition and Rehab

- ❖ There are 2 different placed in service dates
 1. For the Acquisition, it is the date the building is acquired
 2. For the Rehab, this is a date selected by the owner during a 24-month period based on the amount of rehab funds expended (an accounting function)

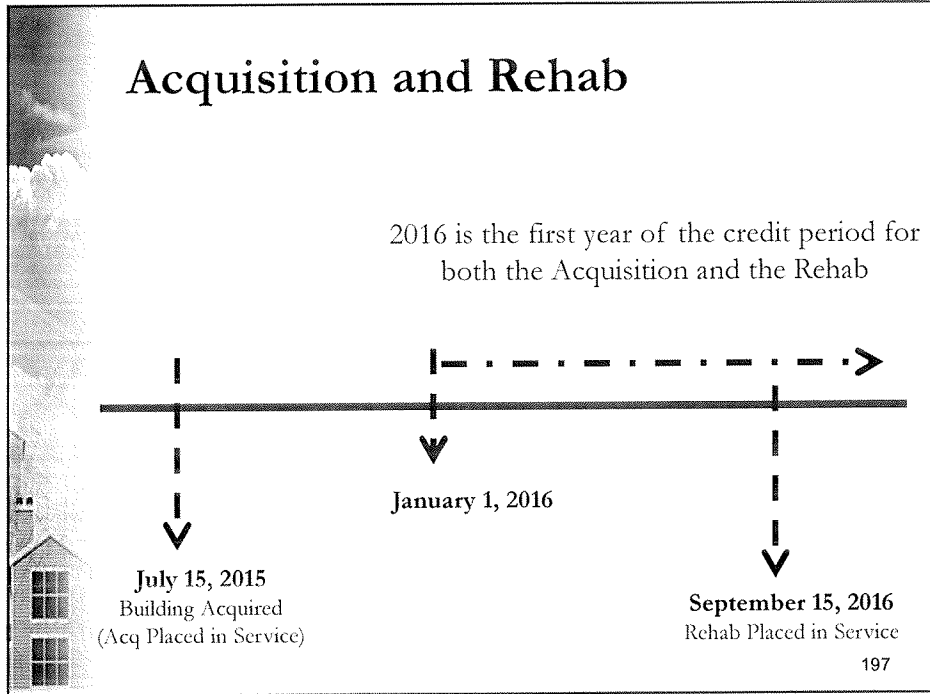
195



Acquisition and Rehab

- ❖ The credit period for the Acquisition and the Rehab run concurrently
 - Even though the Acquisition is placed in service prior to the Rehab, the credit period cannot start until the Rehab is placed in service
 - Revenue Procedure 2003-82 addresses Safe Harbors for tenants that are OI when the credit period starts

196




Acquisition and Rehab

❖ If an existing household is NOT income eligible at the time of Acquisition (or when the credit period starts), the unit is not eligible for credits until it is occupied with an eligible household unless...

1. The building has an existing allocation of credits and is currently bound by an Extended Use Agreement, AND
2. The household was properly certified as low income at the time of initial occupancy

198




Acquisition and Rehab

❖ Remember...

- Until Form 8609 is issued, the owner has not made an election about the project
- When there is no election, each building is its own project
- If moving household's around from building (Project) to building (Project) to rehab units, the household must be certified as low-income

199




Acquisition and Rehab

❖ 8823 Audit Guide, Chapter 4

“... any household determined to be income qualified at the time of move-in for purpose of the extended use agreement is a qualified low-income household for any subsequent allocation of IRC §42 credit.”


200



Acquisition and Rehab

- ❖ How it works when the property is bound by an Extended Use Agreement for an existing allocation of credits and receives a new allocation:
 1. For the existing households that were initially income eligible, they will continue to be treated as eligible
 2. For any new move ins after the building is Acquired, they must be income eligible under the income limits in effect at the time they move in

201



Acquisition and Rehab

- ❖ As of the new placed in service date, the Department will begin monitoring all rent under the rent limits in effect at the time of the Acquisition for the new allocation of credits
 - This may require a decrease in the tenant's rent
 - Includes proper calculation of a utility allowance under Treasury Regulation §1.42-10

202

Acquisition and Rehab

- ❖ Example:
 - Villas of Grove Manor received an allocation of Housing Tax Credits in 1993
 - In 2013, a new owner received Housing Tax Credits to Acquire and Rehab the property
 - The property has 1, 2 and 3 bedroom units and all units must be income and rent restricted at 60%

203

Acquisition and Rehab

Based on 1993 allocation dates, these are the Income and Rent limits:

PLEASE COMPLETE ALL FIELDS

(1) County: Harris

(2) Place: Houston

(3) Financing: 9% Housing Tax Credits

(4) Project PIS Date: Before 12-31-2008

(5) Carryover / Determination Notice / Subward Agreement Date: Before 12-31-2008

INCOME LIMITS 2013 Area Median Income: \$66,200

AMI	Number of Household Members							
	1	2	3	4	5	6	7	8
30	\$ 14,070	\$ 16,080	\$ 18,090	\$ 20,070	\$ 21,690	\$ 23,310	\$ 24,900	\$ 26,520
40	\$ 18,780	\$ 21,440	\$ 24,120	\$ 26,760	\$ 28,920	\$ 31,080	\$ 33,200	\$ 35,360
50	\$ 23,450	\$ 26,800	\$ 30,150	\$ 33,450	\$ 36,150	\$ 38,850	\$ 41,500	\$ 44,200
60	\$ 28,140	\$ 32,160	\$ 36,180	\$ 40,140	\$ 43,380	\$ 46,620	\$ 49,800	\$ 53,040
80	\$ 37,520	\$ 42,880	\$ 48,240	\$ 53,520	\$ 57,840	\$ 62,160	\$ 66,400	\$ 70,720
120	\$ 50,040	\$ 57,600	\$ 65,160	\$ 72,720	\$ 78,360	\$ 84,000	\$ 89,600	\$ 95,200

RENT LIMITS

AMI	Number of Bedrooms				
	0	1	2	3	4
30	\$351	\$376	\$402	\$522	\$582
40	\$469	\$502	\$533	\$686	\$777
50	\$586	\$628	\$673	\$870	\$971
60	\$703	\$753	\$804	\$1,044	\$1,165
80	\$938	\$1,005	\$1,206	\$1,392	\$1,554

204

Acquisition and Rehab

The new 2013 allocation resets the clock for determining the applicable Income and Rent limits:

PLEASE COMPLETE ALL FIELDS:

(1) County: Harris

(2) Place: Houston

(3) Financing: 9% Housing Tax Credits

(4) Project PIS Date: On or After 1/18/2013

(5) Carryover / Determination Notice / Subaward Agreement Date: On or After 1/18/2013

INCOME LIMITS 2013 Area Median Income: \$66,200

AMFI %	Number of Household Members							
	1	2	3	4	5	6	7	8
30	\$ 13,920	\$15,900	\$17,880	\$19,860	\$21,450	\$23,040	\$ 24,630	\$ 26,220
40	\$ 18,560	\$21,200	\$23,840	\$26,480	\$28,600	\$30,720	\$32,840	\$34,960
50	\$ 23,200	\$26,500	\$29,800	\$33,100	\$35,750	\$38,400	\$41,050	\$43,700
60	\$ 27,840	\$31,800	\$35,760	\$39,720	\$42,900	\$46,080	\$49,260	\$52,440
80	\$ 37,120	\$42,400	\$47,680	\$52,960	\$57,200	\$61,440	\$65,680	\$69,920
120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

RENT LIMITS

AMFI %	Number of Bedrooms				
	0	1	2	3	4
30	\$348	\$272	\$247	\$216	\$186
40	\$464	\$397	\$356	\$308	\$267
50	\$580	\$521	\$465	\$400	\$359
60	\$696	\$745	\$684	\$612	\$547
80	\$928	\$994	\$1,192	\$1,377	\$1,538
120	\$ -	\$ -	\$ -	\$ -	\$ -

205

Acquisition and Rehab

Putting it together...

For households previously qualified under the 1993 LURA, these income limits will be used to monitor for compliance →

INCOME LIMITS 2013 Area Median Income: \$66,200

AMFI %	Number of Household Members							
	1	2	3	4	5	6	7	8
30	\$ 14,070	\$16,080	\$18,090	\$20,070	\$21,690	\$23,310	\$ 24,900	\$ 26,520
40	\$ 18,780	\$21,440	\$24,120	\$26,760	\$28,920	\$31,080	\$33,200	\$35,360
50	\$ 23,450	\$26,800	\$30,150	\$33,450	\$36,150	\$38,850	\$41,500	\$44,200
60	\$ 28,140	\$32,160	\$36,180	\$40,140	\$43,380	\$46,620	\$49,800	\$53,040
80	\$ 37,520	\$42,880	\$48,240	\$53,520	\$57,840	\$62,160	\$66,400	\$70,720
120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

For ALL new move ins after the building is Acquired (and Project to Project transfers), these income limits will be used to monitor for compliance →

INCOME LIMITS 2013 Area Median Income: \$66,200

AMFI %	Number of Household Members							
	1	2	3	4	5	6	7	8
30	\$ 13,920	\$15,900	\$17,880	\$19,860	\$21,450	\$23,040	\$ 24,630	\$ 26,220
40	\$ 18,560	\$21,200	\$23,840	\$26,480	\$28,600	\$30,720	\$32,840	\$34,960
50	\$ 23,200	\$26,500	\$29,800	\$33,100	\$35,750	\$38,400	\$41,050	\$43,700
60	\$ 27,840	\$31,800	\$35,760	\$39,720	\$42,900	\$46,080	\$49,260	\$52,440
80	\$ 37,120	\$42,400	\$47,680	\$52,960	\$57,200	\$61,440	\$65,680	\$69,920
120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

206

Acquisition and Rehab

PLEASE COMPLETE ALL FIELDS.

(1) County: Harris

(2) Place: Houston

(3) Financing: 9% Housing Tax Credits

(4) Project PIS Date: On or After 1/18/2013

(5) Carryover / Determination Notice / Subaward Agreement Date: On or After 1/18/2013

INCOME LIMITS 2013 Area Median Income: \$66,200

AMFI %	Number of Household Members							
	1	2	3	4	5	6	7	8
30	\$ 13,920	\$ 15,900	\$ 17,880	\$ 19,860	\$ 21,450	\$ 23,040	\$ 24,630	\$ 26,220
40	\$ 18,560	\$ 21,200	\$ 23,840	\$ 26,480	\$ 28,600	\$ 30,720	\$ 32,840	\$ 34,960
50	\$ 23,200	\$ 26,500	\$ 29,800	\$ 33,100	\$ 35,750	\$ 38,400	\$ 41,050	\$ 43,700
60	\$ 27,840	\$ 31,800	\$ 35,760	\$ 39,720	\$ 42,900	\$ 46,080	\$ 49,260	\$ 52,440
80	\$ 37,120	\$ 42,400	\$ 47,680	\$ 52,960	\$ 57,200	\$ 61,440	\$ 65,680	\$ 69,920
120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

RENT LIMITS


AMFI %	Number of Bedrooms					
	0	1	2	3	4	5
30	\$948	\$372	\$447	\$516	\$576	\$635
40	\$464	\$497	\$596	\$688	\$768	\$847
50	\$580	\$623	\$745	\$860	\$960	\$1,059
60	\$696	\$745	\$894	\$1,032	\$1,152	\$1,271
80						
80	\$928	\$994	\$1,192	\$1,377	\$1,536	\$1,695

The Department will use these rent limits to evaluate the rents



Acquisition and Rehab

- ❖ Remember, the Department monitors properties that have completed the Compliance Period under 10TAC§10.623
- ❖ All of the provisions allowed for under this rule will no longer apply and the property will be expected to comply with all aspects of Section 42



Acquisition and Rehab

If the rehab combines Housing Tax Credits with any other Federal funds (HOME, NSP, Rural Development, HUD, etc...), be sure to review the Uniform Relocation Act (URA) to ensure compliance

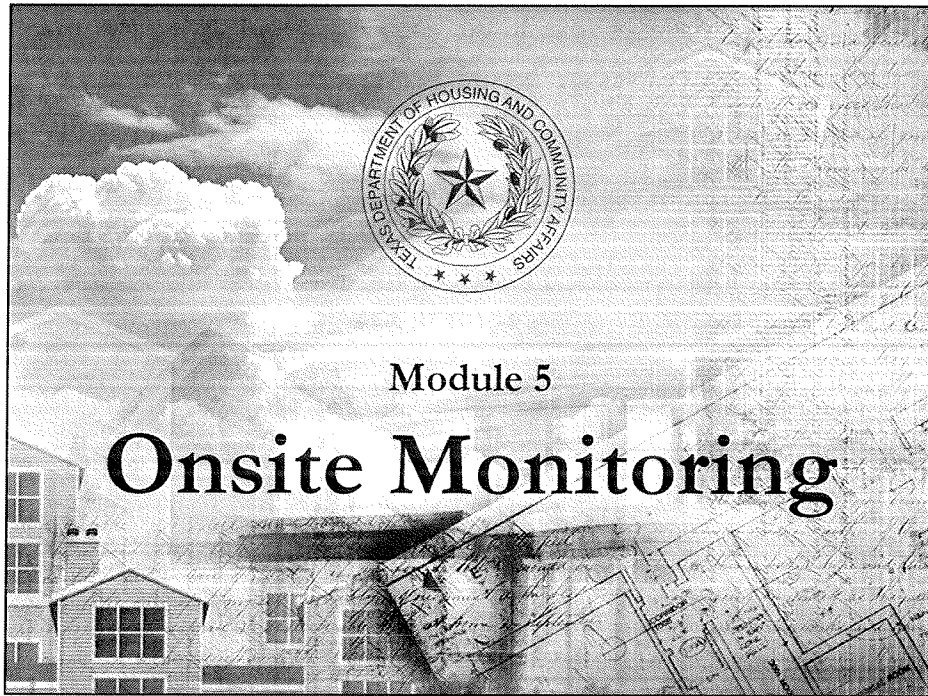
209



Putting it Together...

- ❖ Pandora Springs has 26 low-income units of the total 48 units. Review the USR and, based on how the units are designated, determine the following:
 - ❖ Is the income for each household \leq the income limit for the household size based on how the household is designated (30% or 60%)
 - ❖ Is the gross rent for each household \leq the rent limit for the unit size based on how the household is designated (30% or 60%)
 - ❖ What issues of noncompliance do you see?

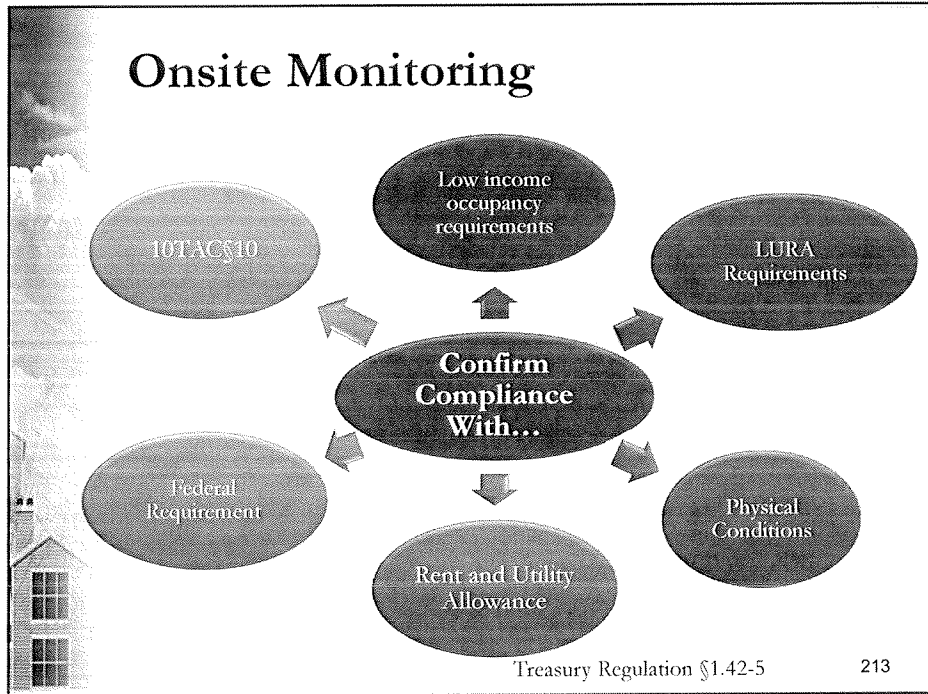
210



Onsite Monitoring

- ❖ Notice of Onsite Review
- ❖ Preparing for Onsite Review
- ❖ Onsite Review
- ❖ Corrective Action Period

212



- ### Onsite Monitoring
- ❖ Notification sent to owner, management company and property via email to the contacts in CMTS
 - ❖ Unit Status Report (“USR”) and Entrance Interview Questionnaire (“EIQ”) must be submitted electronically through CMTS
- 214

Onsite Monitoring

- ❖ Log into CMTS to:
 - Access the Attachment System
 - Update the USR
 - Complete the EIQ


CMTS

215

Onsite Monitoring

Before uploading files, please make sure that you are not creating files with file sizes that are unnecessarily large. For example, a 10 page file should be less than 200 KB in size, not 5 to 10 MB. If you scan to PDF, the resolution on your scanner should be set to 200 dots per inch (DPI) or less. If you convert files from Word or Excel to PDF, please research how to optimize file sizes with the PDF software you use.


216



Onsite Monitoring

- ❖ In an effort to best prepare for the onsite, the following additional information is requested:
 - Affirmative Marketing Plan
 - Utility Allowance Documentation
 - Written Leasing Criteria
 - Waitlist Policy
 - Form 8609(s) with Part II completed for each building
 - Supporting documentation for application fee
 - Narrative explaining material participation of HUB and/or Non-Profit (as applicable)

217



Onsite Monitoring

Review 20% of the low-income households in the <u>Project</u>	All aspects on 10TAC§10 Subchapter F
During the Review...	
Compliance Fees paid?	Appendix A of the LURA

218


Onsite Monitoring

Unit Sample is the lesser of 20% of the low-income units in the **Project OR** the sample listed in this chart (Revenue Procedure 2016-15)

Number of Low income Units in the Project	Number of Low-Income Units Selected for Inspection or Low-Income Certification Review (Minimum Unit Sample Size)
1	1
2	2
3	3
4	4
5-6	5
7	6
8-9	7
10-11	8
12-13	9
14-16	10
17-18	11
19-21	12
22-25	13
26-29	14
30-34	15
35-40	16
41-47	17
48-56	18
57-67	19
68-81	20
82-101	21
102-130	22
131-175	23
176-257	24
258-449	25
450-1461	26 219
1462-9999	27

Onsite Monitoring


- ❖ Exercise: based on the Form 8609 elections for Pandora Springs:
 - Project 1: How many units will be reviewed?
 - Project 2: How many units will be reviewed?
- ❖ What happens if each building was its own Project?



Onsite Monitoring

- ❖ Years 1-15, the SHFA is required to monitor under Treasury Regulation §1.42-5
 - Updated February 2016
- ❖ In year 16, the SHFA has some latitude in monitoring
 - “Post 15” Properties
 - §10.623

221



Onsite Monitoring

- Post 15: File Monitoring
 - Frequency and depth based on risk assessment
- Post 15: Physical Inspection
 - Every 3 years

222

Onsite Monitoring

Post 15: Continue to monitor for:

- All reporting requirements
- Income qualified households
- Rent restricted (including additional rent & occupancy restrictions)
- LURA requirements still in effect (i.e. supportive services)
- Total number of required low-income units maintained property wide
- Annual Data Collection (**once a calendar year**)

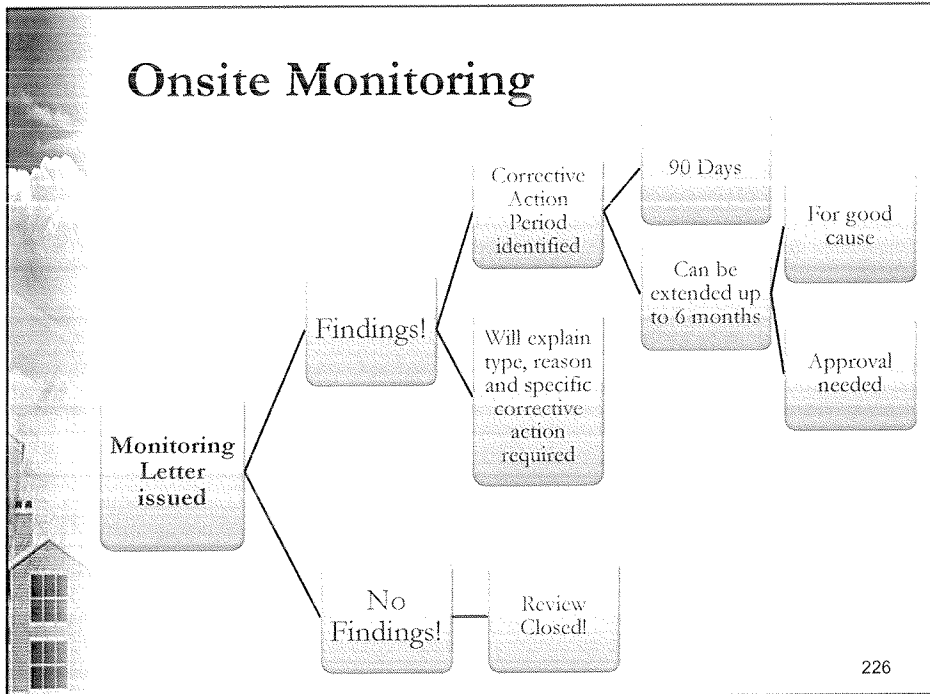
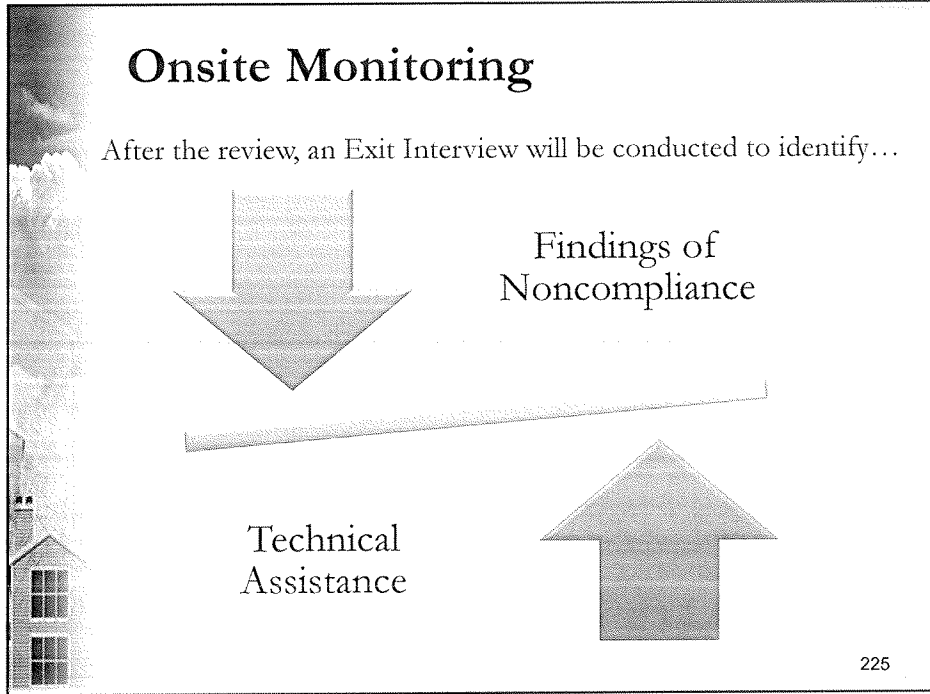
223

Onsite Monitoring

Post 15: No longer monitor for:

- Documentation of Student Status (**restrictions apply**)
- Applicable Fraction by building
- Application fees
- 8609 elections
- Employee Occupied Units
- Tenant Recertification requirements

224





Onsite Monitoring

- ❖ Preparing your response
 - For findings of noncompliance cited, the Findings Report will identify specific Supplemental Corrective Action required to correct the finding
 - Submit exactly what is requested
 - If requested documentation is not available, contact the monitor for further guidance

227

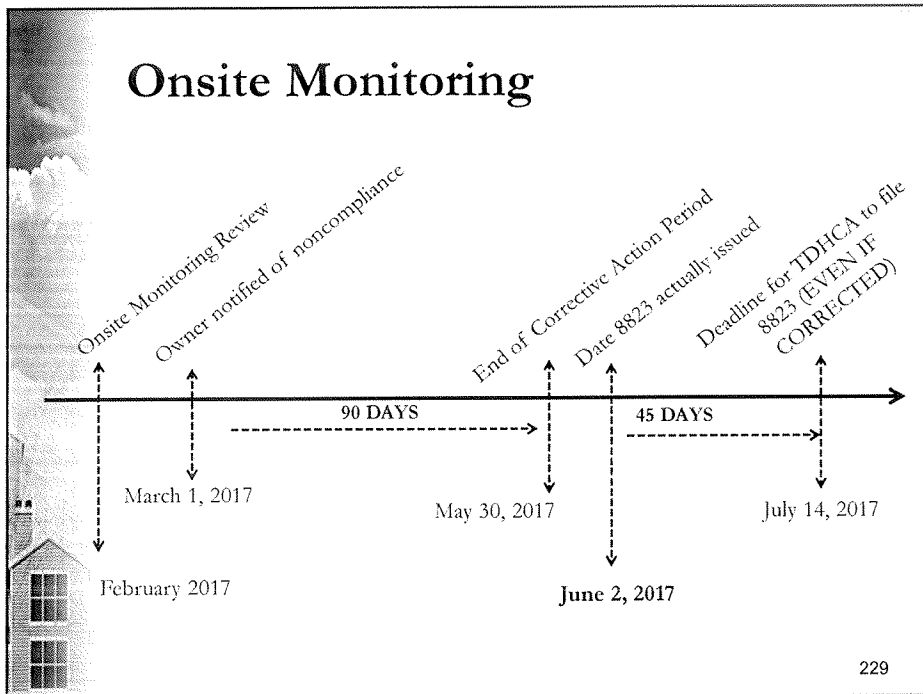


Onsite Monitoring

At the end of the Corrective Action Period

- ❖ Findings of noncompliance will be reported to the IRS on Form 8823 (when applicable)
 - Must report all noncompliance whether corrected or not corrected

228



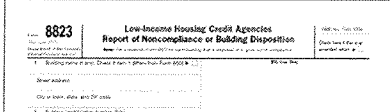
Onsite Monitoring

Form 8823: Low-Income Housing Credit Agencies Report of Noncompliance or Building Disposition

- ❖ Mechanism used by the SHFA to report noncompliance in a building to the IRS

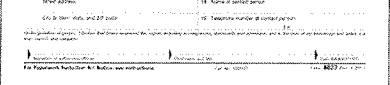
230

Onsite Monitoring



Line 11 a-q: Identifies the type(s) of noncompliance

	Out of compliance	Noncompliance corrected
11 Check the box(es) that apply:		
a Household income above income limit upon initial occupancy	<input type="checkbox"/>	<input type="checkbox"/>
b Owner failed to correctly complete or document tenant's annual income recertification	<input type="checkbox"/>	<input type="checkbox"/>
c Violation(s) of the UPCS or local inspection standards (see instructions) (attach explanation)	<input type="checkbox"/>	<input type="checkbox"/>
d Owner failed to provide annual certifications or provided incomplete or inaccurate certifications	<input type="checkbox"/>	<input type="checkbox"/>
e Changes in Eligible Basis or the Applicable Percentage (see instructions)	<input type="checkbox"/>	<input type="checkbox"/>
f Project failed to meet minimum set-aside requirement (20/50, 40/60 test) (see instructions)	<input type="checkbox"/>	<input type="checkbox"/>
g Gross rent(s) exceed tax credit limits	<input type="checkbox"/>	<input type="checkbox"/>
h Project not available to the general public (see instructions) (attach explanation)	<input type="checkbox"/>	<input type="checkbox"/>
i Violation(s) of the Available Unit Rule under section 42(g)(2)(D)(i)	<input type="checkbox"/>	<input type="checkbox"/>
j Violation(s) of the Vacant Unit Rule under Reg. 1.42-5(c)(1)(ix)	<input type="checkbox"/>	<input type="checkbox"/>
k Owner failed to execute and record extended-use agreement within time prescribed by section 42(h)(6)(j)	<input type="checkbox"/>	<input type="checkbox"/>
l Low-income units occupied by nonqualified full-time students	<input type="checkbox"/>	<input type="checkbox"/>
m Owner did not properly calculate utility allowance	<input type="checkbox"/>	<input type="checkbox"/>
n Owner has failed to respond to agency requests for monitoring reviews	<input type="checkbox"/>	<input type="checkbox"/>
o Low-income units used on a transient basis (attach explanation)	<input type="checkbox"/>	<input type="checkbox"/>
p Building is no longer in compliance nor participating in the section 42 program (attach explanation)	<input type="checkbox"/>	<input type="checkbox"/>
q Other noncompliance issues (attach explanation)	<input type="checkbox"/>	<input type="checkbox"/>
12 Additional information for any item above. Attach explanation and check box		



Each category has a corresponding Chapter in the *IRS Guide to Completing Form 8823*

231

Onsite Monitoring

- ❖ If **ALL** findings of noncompliance are not corrected during the Corrective Action Period
 - The Owner will be referred to the Department's Enforcement Committee
 - ❑ May assess monetary penalties
 - ❑ See Penalty Table in 10TAC§2.302

232

Onsite Monitoring

❖ All noncompliance is entered into the Compliance Status System

```

    graph LR
      A[Is it corrected?] -- YES! --> B[Corrected in the corrective action period?]
      A -- NO... --> C[Considered in future funding decisions]
      B -- YES --> D[ ]
      B -- NO... --> E[Considered in future funding decisions]
  
```

The flowchart starts with the question "Is it corrected?". If the answer is "YES!", it leads to "Corrected in the corrective action period?". From there, if "YES", it leads to a final "YES" box. If "NO...", it leads to "Considered in future funding decisions". If the initial answer to "Is it corrected?" is "NO...", it also leads directly to "Considered in future funding decisions".


233

Onsite Monitoring

❖ What happens if you don't agree?
 ➤ 10TAC§10.604

National Center for Housing Management (NCHM)	<ul style="list-style-type: none"> • Income/Asset • Inclusion/Exclusions
Internal Revenue Service (IRS)	<ul style="list-style-type: none"> • HTC Specific Program concerns
Compliance Review Committee	<ul style="list-style-type: none"> • 10TAC§10.605

234



Don't Forget...

AOCR for reporting year
2016 is due April 30, 2017

235



Contact Information

TEXAS DEPARTMENT OF HOUSING
AND
COMMUNITY AFFAIRS

221 E. 11th Street, Austin, TX 78701
P.O. Box 13941, Austin, TX 78711-3941
Toll Free: 800-643-8204
Web: www.tdhca.state.tx.us
Email: info@tdhca.state.tx.us

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ADDITIONAL REFERENCE MATERIALS

Acronym Key

Certificate of Occupancy

Compliance Profile Report

Affirmative Fair Housing Marketing Plan –
Multifamily Housing (HUD form 935.2A)

2015 Carryover Allocation Agreement

Steps for Identifying the Applicable Public Housing Authority

Acronym Key

\leq = Equal to or less than

\geq = Equal to or greater than

AEC = Annual Eligibility Certification

AFHMP = Affirmative Fair Housing Marketing Plan

AMI = Area Median Income

AOCR = Annual Owner Compliance Report

BIN = Building Identification Number

CMTS = Compliance Monitoring and Tracking System

CO = Certificate of Occupancy

EIQ = Entrance Interview Questionnaire

FT = Full Time

HCV = Housing Choice Voucher

HERA = Housing and Economic Recovery Act

HH = Household

HTC = Housing Tax Credit

HOH = Head of Household

HOPA = Housing for Older Persons Act

HUB = Historically Underutilized Business

HUD = Housing and Urban Development

IC/TIC = Income Certification/Tenant Income Certification

IRS = Internal Revenue Service

LEP = Limited English Proficiency

LI = Low Income

LURA = Land Use Restriction Agreement

MSA = Metropolitan Statistical Area

MTSP = Multifamily Tax Subsidy Program

NAUR/AUR = Next Available Unit Rule/Available Unit Rule

NSP = Neighborhood Stabilization Program

OI = Over Income

PHA = Public Housing Authority

PIS = Placed in Service

PT = Part Time

QAP = Qualified Allocation Plan

RD = Rural Development

RHS = Rural Housing Services

RUBS = Ratio Utility Billing System

SHFA = State Housing and Finance Agency

Sq. Ft. = Square Foot

TDHCA = Texas Department of Housing and
Community Affairs “the Department”

TRRG = Tenants Rights and Resource Guide

TSC = Tenant Selection Criteria

TWC = Texas Workforce Solutions

UA = Utility Allowance

URA = Uniform Relocation Act

USDA = United States Department of Agriculture

USR = Unit Status Report

VAWA = Violence Against Women Act



CERTIFICATE OF OCCUPANCY

BUILDING PERMIT NO. 2015-123451

ISSUE DATE: 1/15/2016

BUILDING ADDRESS: 1501 CIRCLE S- BLDG 1
LEGAL DESCRIPTION: AS RECORDED IN TRAVIS COUNTY RECORDS

PROPOSED OCCUPANCY:
C- 205 Four or Less Family Bldg
New- New Multi-Family Residential Apts

BUILDING GROUP/DIVISION: R-2 Apartments, Covents, Dorms

NEW BUILDING SQUARE FOOTAGE: 3560

SPRINKLER SYSTEM: 13R

CODE YEAR: 10 **CODE TYPE:** IBC

FIXED OCCUPANCY: 0 **NON FIXED OCCUPANCY:**

TYPE OF CONSTRUCTION: New

CONTRACTOR: Arrow Construction, LLC

*******CERTIFICATE OF OCCUPANCY*******

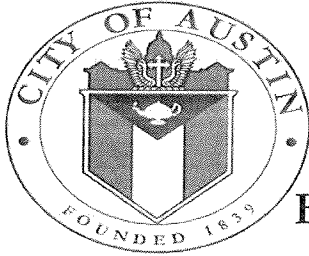
THIS IS TO CERTIFY THAT THE BUILDING OR STRUCTURE AT THE ADDRESS LISTED ABOVE HAS BEEN INSPECTED FOR COMPLIANCE WITH THE REQUIREMENTS OF THE AUSTIN CITY CODE FOR THE GROUP AND DIVISION OF OCCPANCY LISTED ABOVE.

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OWNING, OPERATING, CONTROLLING OR INSTALLING ANY APPLIANCE OR MATERIAL UPON THE PREMISE, OR DOING ANY WORK WHATSOEVER ON SUCH PREMISE.

THE CITY OF AUSTIN DOES NTO ASSUME ANY RESPONSIBILITY OR LIABILITY BY REASON OF THE INSPECITON OR REINSPECTION OF THE PREMISE; OR THE ISSUANCE OF THIS "CERTIFICATE OF OCCUPANCY"; OR BY ANY REASON OF ANY APPROVAL OR DISAPPROVAL.

BUILDING CODE REVIEWER: Troy Williams



CERTIFICATE OF OCCUPANCY

BUILDING PERMIT NO. 2015-123452

ISSUE DATE: 1/15/2016

BUILDING ADDRESS: 1501 CIRCLE S- BLDG 2
LEGAL DESCRIPTION: AS RECORDED IN TRAVIS COUNTY RECORDS

PROPOSED OCCUPANCY:
C- 205 Four or Less Family Bldg
New- New Multi-Family Residential Apts

BUILDING GROUP/DIVISION: R-2 Apartments, Covents, Dorms

NEW BUILDING SQUARE FOOTAGE: 2966

SPRINKLER SYSTEM: 13R

CODE YEAR: 10 **CODE TYPE:** IBC

FIXED OCCUPANCY: 0 **NON FIXED OCCUPANCY:**

TYPE OF CONSTRUCTION: New

CONTRACTOR: Arrow Construction, LLC

*******CERTIFICATE OF OCCUPANCY*******

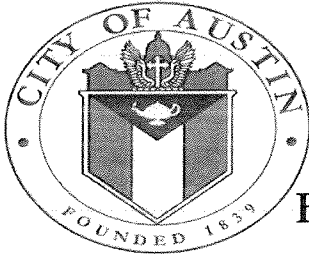
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BUILDING CODE REVIEWER: Troy Williams



CERTIFICATE OF OCCUPANCY

BUILDING PERMIT NO. 2015-123453

ISSUE DATE: 1/15/2016

BUILDING ADDRESS: 1501 CIRCLE S- BLDG 3
LEGAL DESCRIPTION: AS RECORDED IN TRAVIS COUNTY RECORDS

PROPOSED OCCUPANCY:
C- 205 Four or Less Family Bldg
New- New Multi-Family Residential Apts

BUILDING GROUP/DIVISION: R-2 Apartments, Covents, Dorms

NEW BUILDING SQUARE FOOTAGE: 2966

SPRINKLER SYSTEM: 13R

CODE YEAR: 10 **CODE TYPE:** IBC

FIXED OCCUPANCY: 0 **NON FIXED OCCUPANCY:**

TYPE OF CONSTRUCTION: New

CONTRACTOR: Arrow Construction, LLC

*******CERTIFICATE OF OCCUPANCY*******

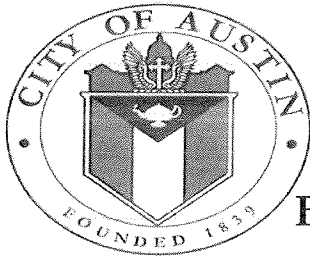
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BUILDING CODE REVIEWER: Troy Williams



CERTIFICATE OF OCCUPANCY

BUILDING PERMIT NO. 2015-123454

ISSUE DATE: 1/15/2016

BUILDING ADDRESS: 1501 CIRCLE S- BLDG 4
LEGAL DESCRIPTION: AS RECORDED IN TRAVIS COUNTY RECORDS

PROPOSED OCCUPANCY:
C- 205 Four or Less Family Bldg
New- New Multi-Family Residential Apts

BUILDING GROUP/DIVISION: R-2 Apartments, Covents, Dorms

NEW BUILDING SQUARE FOOTAGE: 2966

SPRINKLER SYSTEM: 13R

CODE YEAR: 10 **CODE TYPE:** IBC

FIXED OCCUPANCY: 0 **NON FIXED OCCUPANCY:**

TYPE OF CONSTRUCTION: New

CONTRACTOR: Arrow Construction, LLC

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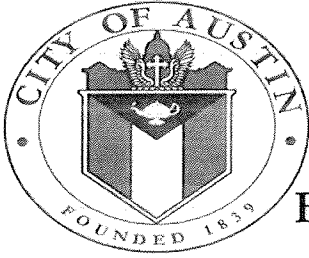
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BUILDING CODE REVIEWER: Troy Williams



CERTIFICATE OF OCCUPANCY
BUILDING PERMIT NO. 2015-123455
ISSUE DATE: 2/1/2016

BUILDING ADDRESS: 1501 CIRCLE S- BLDG 5
LEGAL DESCRIPTION: AS RECORDED IN TRAVIS COUNTY RECORDS

PROPOSED OCCUPANCY:
 C- 105 Five or More Family Bldg
 New- New Multi-Family Residential Apts

BUILDING GROUP/DIVISION: R-2 Apartments, Covents, Dorms

NEW BUILDING SQUARE FOOTAGE: 4629

SPRINKLER SYSTEM: 13R

CODE YEAR: 10 **CODE TYPE:** IBC

FIXED OCCUPANCY: 0 **NON FIXED OCCUPANCY:**

TYPE OF CONSTRUCTION: New

CONTRACTOR: Arrow Construction, LLC

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BUILDING CODE REVIEWER: Troy Williams

Troy Williams



CERTIFICATE OF OCCUPANCY

BUILDING PERMIT NO. 2015-123456

ISSUE DATE: 2/1/2016

BUILDING ADDRESS: 1501 CIRCLE S- BLDG 6
LEGAL DESCRIPTION: AS RECORDED IN TRAVIS COUNTY RECORDS

PROPOSED OCCUPANCY:
C- 105 Five or More Family Bldg
New- New Multi-Family Residential Apts

BUILDING GROUP/DIVISION: R-2 Apartments, Covents, Dorms

NEW BUILDING SQUARE FOOTAGE: 4863

SPRINKLER SYSTEM: 13R

CODE YEAR: 10 **CODE TYPE:** IBC

FIXED OCCUPANCY: 0 **NON FIXED OCCUPANCY:**

TYPE OF CONSTRUCTION: New

CONTRACTOR: Arrow Construction, LLC

*******CERTIFICATE OF OCCUPANCY*******

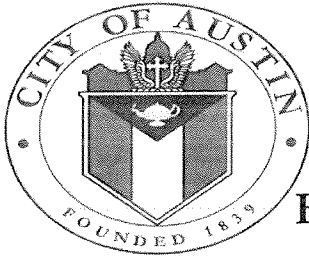
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BUILDING CODE REVIEWER: Troy Williams



CERTIFICATE OF OCCUPANCY
BUILDING PERMIT NO. 2015-123457
ISSUE DATE: 3/15/2016

BUILDING ADDRESS: 1501 CIRCLE S- BLDG 7
LEGAL DESCRIPTION: AS RECORDED IN TRAVIS COUNTY RECORDS

PROPOSED OCCUPANCY:
 C- 105 Five or More Family Bldg
 New- New Multi-Family Residential Apts

BUILDING GROUP/DIVISION: R-2 Apartments, Covents, Dorms

NEW BUILDING SQUARE FOOTAGE: 14830

SPRINKLER SYSTEM: 13R

CODE YEAR: 10 **CODE TYPE:** IBC

FIXED OCCUPANCY: 0 **NON FIXED OCCUPANCY:**

TYPE OF CONSTRUCTION: New

CONTRACTOR: Arrow Construction, LLC

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BUILDING CODE REVIEWER: Troy Williams

Troy Williams

1. The first part of the document is a list of items.

2.

3. The second part of the document is a list of items.

4. The third part of the document is a list of items.

5.

6. The fourth part of the document is a list of items.

7.

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
COMPLIANCE PROFILE
Overview**

Printed Date 03/16/17
Page 1 of 2

Property ID # 5167
Property Name Pandora Springs
Address 1501 Circle S, Austin, TX-78711
County/MSA TRAVIS/Austin-Round Rock-San Marcos

Program(s):
LIHTC #15129 Year 2015

Owner Pandora Springs, Ltd
Address 10583 I H 49, Burnet, TX-78611
Contact Name Sam Morgan
Contact Phone

Management Co. ABC Property Management
Address 11523 Parmer Lane, Austin, TX-78750
Contact Name Wendy Smith
Contact Phone

Onsite Manager Sally Jones
Phone 1 - (512) 353-1234

Total Units	48	Total Bldgs	7	Fair Housing Construction	N
Property Type	Individual/Family	First Bldg in Svc Date		USR Report Frequency	Annual
Dwelling Type	Multi Family Residential	Last Bldg in Svc Date		Uncorrected Findings?	0
Building Config	Apartment	Floors in Tallest Bldg		Noncompliance Score	
Year Constructed		Elevator	N		
Last Onsite Review Date		Rural	N		
Last Desk Review Date		Scattered Site	N		
Last RD Onsite Date		HOME 40/50	N		

Name History
Pandora Springs

Other Programs
HOME City of Austin

Program Requirements

Income								Rent							
AMI	HTC	HOME(I)	HOME(L)	BOND	HTF	AHDP	PRES	HTC	HOME(I)	HOME(L)	BOND	HTF	AHDP	PRES	
30	10							10							
60	16							16							

Min Set-Asides	#Units	%	AMI	Bond Eligible Tenant	Rent Election
LIHTC 15129	20	40	60		Bedroom Size

Program	Special Needs Type	Disability Units # Mobility	Disability Units # Vis/Hear	Elderly Type	Support Services

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
BUILDING REPORT**

Printed Date 03/16/17

Property ID # 5167
Property Name Pandora Springs
Address <NA>, Austin TX-78711

Program(s):
 LIHTC #15129 Year 2015

BIN #	PIS Date	Credit Period (Start Date)	Total Units	LI Units
TX1501201			4	4
TX1501202			4	2
TX1501203			4	1
TX1501204			4	3
TX1501205			6	6
TX1501206			6	3
TX1501207			20	7
Total Bins 7		Total Units	48	Total LI Units 26

Affirmative Fair Housing Marketing AFHM Plan - Multifamily Housing

U.S. Department of Housing and Urban Development
Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0013
(exp. 1/31/2010)

1a. Applicant's Name, Address (including City, State & Zip code) & Phone Number	1c. Project/Contract Number	1d. Number of Units
	1e. Rental Range From \$ _____ To \$ _____	1f. Type of Housing <input type="checkbox"/> Elderly <input type="checkbox"/> Family <input type="checkbox"/> Mixed (Elderly/Disabled)
	1g. Approximate Starting Dates (mm/dd/yyyy) Advertising _____ Occupancy _____	
1b. Development's Name, Location (including City, State and Zip code)	1h. Housing Market Area	1i. Census Tract
	1j. Managing Agent's Name & Address (including City, State and Zip Code)	

<p>2. Type of Affirmative Marketing Area (check all that apply)</p> <p>a. Plan <input type="checkbox"/> New <input type="checkbox"/> Update</p> <p>Reason for Update: _____</p> <p>b. Area</p> <p><input type="checkbox"/> White (non-minority) Area <input type="checkbox"/> Minority Area</p> <p><input type="checkbox"/> Mixed Area (with _____ % minority residents)</p>	<p>3. Direction of Marketing Activity (Indicate which group(s) in the housing market area are least likely to apply for the housing because of its location and other factors without special outreach efforts)</p> <p><input type="checkbox"/> White <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian</p> <p><input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander</p> <p><input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/> Families with Children</p> <p><input type="checkbox"/> Other _____ Specify _____ (e.g. specific ethnic group, religion)</p>
---	--

4a. Marketing Program: Commercial Media (Check the type of media to be used to advertise the availability of this housing)

Newspapers/Publications Radio TV Billboards Other (specify) _____

Name of Newspaper, Radio or TV Station	Group Identification of Readers/Audience	Size/Duration of Advertising

4b. Marketing Program: Brochures, Signs, and HUD's Fair Housing Poster

(1) Will brochures, letters, or handouts be used to advertise? Yes No If "Yes", attach a copy or submit when available.

(2) For development site sign, indicate sign size _____ x _____; Logo type size _____ x _____. Attach a photograph of sign or submit when available.

(3) HUD's Fair Housing Poster must be conspicuously displayed wherever sales/rentals and showings take place. Fair Housing Posters will be displayed in the Rental Office Real Estate Office Model Unit Other (specify) _____

4c. **Marketing Program: Community Contacts.** To further inform the group(s) least likely to apply about the availability of the housing, the applicant agrees to establish and maintain contact with the groups/organizations listed below which are located in the housing market area. If more space is needed, attach an additional sheet. Notify HUD-Housing of any changes in this list. Attach a copy of correspondence to be mailed to these groups/organizations. (Provide all requested information.)

Name of Group/Organization	Group Identification	Approximate Date (mm/dd/yyyy)	Person Contacted (or to be Contacted)
Address & Phone Number	Method of Contact	Indicate the specific function the Group/Organization will undertake in implementing the marketing program	

5. **Future marketing Activities** Mark the box(es) that best describe marketing activities to fill vacancies as they occur after the project has been initially occupied.

Newspapers/Publications Radio Community Contacts
 Brochures/Leaflets/Handouts TV Other (Specify)
 Site Signs

6. **Experience and Staff Instructions** (See instructions)

6a. Staff has affirmative marketing experience.
 No Yes

6b. On separate sheets, indicate training to be provided to staff on Federal, State and local fair housing laws and regulations, as well as this AFHM Plan. Attach a copy of the instructions to staff regarding fair housing.

7. **Additional Considerations** Attach additional sheets as needed.

8. **Review and Update** By signing this form, the applicant agrees to review their AFHM Plan at least every 5 years and update as needed to ensure continued compliance with HUD's Affirmative Fair Housing Marketing Regulations (24 CFR 200.620).

Signature of person submitting this Plan & Date of Submission (mm/dd/yyyy)

Name (type or print)

Title & Name of Company

For HUD-Office of Housing Use Only	For HUD-Office of Fair Housing and Equal Opportunity Use Only
Reviewing Official:	Approved _____ Disapproved _____ (Check One)
Signature & Date (mm/dd/yyyy)	Signature & Date (mm/dd/yyyy)
Name (type or print)	Name (type or print)
Title	Title

2015 CARRYOVER ALLOCATION AGREEMENT

**(The Owner named below must be the actual ownership entity, itself,
not a General Partner or an Affiliate)**

Development

Name: Pandora Springs Apartments (the "Development") TDHCA #: 15129

Development Address or

Description of Location:¹ 1501 Circle SCity: Austin County: Travis State: TX ZIP: 78711Development Type: New Constructions²

Building Identification Numbers

(BINs) Reserved for this Development: TX-15-01201 through TX-15-01299

The Texas Department of Housing and Community Affairs (the "Department") hereby issues this Carryover Allocation of 2015 tax credit authority in the annual amount of \$218,000.00³ pursuant to Section 42(h)(1)(E) or (F) of the Internal Revenue Code of 1986, as amended (the "Code"). The allocation is subject to the terms and conditions stated in the Commitment Notice and Carryover Allocation Manual, and all the representations and undertakings set forth in the Application on which the allocation is based, the violation of any of which shall be cause for the cancellation of this Carryover Allocation.

PANDORA SPRINGS LTD., a Texas limited partnership liability company,⁴ (the "Owner") hereby certifies that each building for which this allocation is being made does or will meet the requirements of Section 42(h)(1)(E)(ii) of the Code (for a project which includes one building) or Section 42(h)(1)(F) of the Code (for a project which includes more than one building) and Treasury Regulation 1.42-6. The Owner hereby certifies that no later than the date that is one year after the effective date of the Carryover Allocation, the Owner will have incurred expenditures amounting to more than 10% of \$3,975,000,⁵ which is the Owner's reasonably expected basis in the Development for purposes of Treasury Regulation 1.42-6.⁶ The effective date of the Allocation is the date this Carryover Allocation Agreement is executed by the Department. For the purpose of meeting the requirements of the 2015 Qualified Allocation Plan and Uniform Multifamily Rules (10 TAC Chapters 11 and 10), the Owner agrees that documentation of expenditures comprising more than 10% of said reasonably expected basis will be submitted to the Department by July 1, 2016.

The Owner understands and agrees that this allocation is subject to fulfilling the requirements of the Construction Status Report as set forth in the 2015 Uniform Multifamily Rules, §10.402(h). The Owner agrees to submit promptly to the Department a copy of each inspection report conducted by the lender(s) and/or equity investor as the reports become available.

¹ For multiple sites, reference "Exhibit A" and attach a list of addresses or descriptions of the locations as the exhibit.

² The Development Type must be new construction, rehabilitation or acquisition/rehabilitation, only. Determine the appropriate carryover classification in consultation with your attorney or CPA.

³ The figure entered here should be consistent with the figure reflected in the 2015 HTC Commitment Notice.

⁴ The Development Owner must be legally formed or the carryover allocation is not valid. **DO NOT use the name of a General Partner, Affiliate or any name other than the name of the organization that is the Development Owner.**

⁵ The allocation must be justified by the amount of the reasonably expected basis.

⁶ Treasury Regulation 1.42-6(a)(2) refers to a 6-month period that does not reflect the Code's current one-year period for meeting the 10%- of-basis requirement.

The Owner hereby certifies that each building for which this allocation is made will be placed in service no later than December 31, 2017, and such placement in service shall meet the requirements of the Internal Revenue Service. Upon completion of the Development or any building therein, the Department may undertake, at the expense of the Owner, such inspection(s) and/or financial audit(s) as it deems desirable in order to verify that the Development was constructed or rehabilitated according to the representations contained in the Application and that reported expenditures were actually incurred. The Department also may require that additional work be done if necessary to meet housing quality standards or other deficiencies noted in the inspection.

All owners that receive a 2015 Carryover Allocation must request issuance of IRS Forms 8609 upon the filing of cost certification documentation as required by the Department's Post Carryover Activities Manual, as in effect at the time of filing. The documentation must be filed no later than January 15, following the first year of the credit period. The anticipated first year of the credit period is 2017.

The Owner hereby agrees and acknowledges that all requirements stated in the Post Carryover Activities Manual for receiving IRS Forms 8609 must be met to the satisfaction of the Department before such forms will be issued with respect to the Development. The Owner hereby further agrees and acknowledges that all conditions, restrictions, and obligations in addition to those applicable under Code Section 42, which the Owner undertook in applying for this Carryover Allocation, are incorporated herein and to the extent appropriate, will be reflected in a Declaration of Land Use Restrictive Covenants (the "Declaration") with respect to the Development. Such Declaration will also incorporate provisions requiring compliance with the Internal Revenue Code and with Chapter 2306, Texas Government Code (the "Act"), including but not limited to requirements for: annual reporting and periodic inspections; payments of the fees, charges and expenses of the Department in connection with its monitoring and compliance activities under the Code and the Act; management, operating, maintenance and repair standards for the Development; tenant selection and income certification; limitations on rents, charges, and fees payable by tenants; and development cost controls and management selection. The Owner hereby acknowledges that any rule or requirement applicable to the Development Owner, Application, award, or allocation and any representation made in the Application, as may be amended from time to time, or other materials provided to the Department in connection with the Application may be included in the Declaration and the Development Owner agrees (i) to execute such Declaration in substantially similar form to that provided, subject to such modifications as may be required by the Department, in its reasonable discretion, in order to reflect changes in federal or state law, and policy or program requirements, and (ii) to abide by all the terms and conditions contained in the Declaration. **Any failure to comply with the terms of any such conditions, restrictions, or obligations prior to issuance of IRS Forms 8609 with respect to the Development may be cause for cancellation or modification of this Carryover Allocation by the Department and such other action as the Department determines to be appropriate.**

The Owner hereby acknowledges that it has thoroughly reviewed and agrees to abide by all terms and conditions stated in the Qualified Allocation Plan and Uniform Multifamily Rules, Commitment Notice, and 2015 Carryover Allocation Procedures Manual. The Owner hereby agrees to the return of any unused credit authority at the time of final allocation should the Department determine that a reduction in the credit amount is appropriate in accordance with the Department's rules and under Section 42(m)(2).

Applicable Percentage Election

The Owner hereby irrevocably elects, pursuant to Section 42(b)(1)(A)(ii) of the Code, to fix the applicable credit percentage for the Development as the percentage prescribed by the Secretary of the Treasury for the month in which this Carryover Allocation Agreement was executed by **BOTH** the Owner and the Department. The Department and the Owner acknowledge that this Carryover Allocation constitutes an agreement binding upon the Department, the Owner, and all successors in interest to the Owner as owners of the Development, subject to compliance by the Owner with the requirements of Section 42 of the Code and the requirements of the Department. Owners are advised to review IRS notice 2008-106 and subsequent changes in law related to the applicable credit percentage.

Eligible Basis Boost

The Department has determined that the Development is not receiving an allocation of credit dollar amount in excess of the amount required for its financial feasibility, and has further determined that the development is eligible for an increase in the eligible basis of the development by up to 30% (a "Basis Boost") as authorized and permitted by Section 42(d)(5)(B) of the Code, and Title 10 of the Texas Administrative Code Section 11.4(c).

Nonprofit Set-Aside

If this box is checked, this Carryover Allocation is being made pursuant to the Department's set-aside of credit authority for "qualified nonprofit organizations" within the meaning of Section 42(h)(5)(C) of the Code. Throughout the Compliance Period applicable to the Development under the Code and the Declaration, such a qualified nonprofit organization shall own an interest in the Development, have "control" of the Development pursuant to Section 11.5(1) of the QAP, and materially participate (within the meaning of Section 469(h) of the Code) in the development and operation of the Development. The qualified nonprofit organization designated to meet such obligation with respect to the Development is PS Venture Property Group, Inc. As of the date hereof, and based solely on representations, covenants, and warranties of the Owner and other information previously submitted to the Department by the Owner, the Department has determined such nonprofit organization not to be "affiliated with or controlled by a for-profit organization" for purposes of Section 42(h)(5)(C)(ii) of the Code. In the event that any such representations, covenants, warranties and/or information is determined to have been false, materially misstated or materially misleading when made, or if subsequent events render such representations, covenants, warranties and/or information false or misleading in any material way, then the Department, at its option, may determine the issue of control with respect to Section 42(h)(5)(C)(ii), and such determination shall be grounds for cancellation of this Carryover Allocation and any and all such other action as the Department may deem appropriate.

Any other transfer of the allocation will be subject to approval by the Department at its discretion and in accordance with 10 TAC §10.406. The Owner hereby agrees and acknowledges that it will request prior written approval from the Executive Director of the Department in writing for any intended transfer of the Development or change in actual control of the Development for which this Carryover Allocation is made prior to such transfer or change in control. Further, any purchaser that intends to acquire the Development with respect to this allocation and to make use of this Carryover Allocation will be required to request

approval from the Department of the intended acquisition of the Development and to supply the Department with any documentation which it may require, in its sole discretion. The approval of any such transfer by the Department does not constitute a representation to the effect that such transfer is permissible under the Code or without adverse consequences hereunder.

The Owner agrees that it will inform and seek the Department's approval for any changes in the number of units, unit mix, unit sizes, design changes or any other material changes to the Development prior to making the changes in accordance with 10 TAC §10.405(a). Unapproved changes may result in the reduction or loss of credits or in the cancellation of this Carryover Allocation. The Owner hereby agrees that the Owner or management company will attend at least five hours of fair housing training on management and leasing issues, and the Architect or Engineer will attend at least five hours of training on fair housing design prior to the deadline for submitting 10% Test documentation.

In issuing this Carryover Allocation, the Department has relied upon the information submitted to it by the Owner. This allocation is conditioned upon satisfying all requirements set forth herein, in the Code and in the Department's Rules, including demonstrating the financial feasibility and long-term viability of the Development. In light of the amount allocated to the Development, Owner may propose changes to Development configuration consistent with the allocation amount, which the Department, in its discretion, may accept, reject or require modifications with respect thereto. If Owners or Affiliates are found to be in violation of any rule regarding the Application or any rule regarding actions performed prior or subsequent to submission of the Application, specifically including actions that would have resulted in the ineligibility of the Owner or Affiliate to participate in the Application process, this Carryover Allocation may be cancelled at the discretion of the Department. The Department makes no representations concerning or guaranteeing the Owner's eligibility to receive the credit stated herein; such determination rests with the Internal Revenue Service based upon the actions and determinations of the Owner in light of all applicable laws, regulations and rulings.

The Owner expressly acknowledges that this Carryover Allocation is subject to downward adjustment in accordance with the Department's rules in connection with the Department's review required by Internal Revenue Code §42(m)(2).

Under penalty of perjury, I certify that individually and on behalf of the Owner, on whose behalf I represent and warrant I am authorized to act, the information and the statements in this Carryover Allocation Agreement are true and accurate.

EXECUTED to be effective as of the last date written below.

DEVELOPMENT OWNER:

Pandora Springs Ltd, a Texas limited partnership

By: Pandora Springs Managers, LLC, a Texas limited liability company, its general partner

By: PS Venture Property Group, Inc. ■, a Texas limited liability company, its managing member

By: Sam Morgan
Sam Morgan, President

Owner's Federal Taxpayer or Employer Identification Number (TIN or EIN):¹ 91-1893333
Owner Address: 10583 IH 49 City: Burnet State: TX ZIP: 78611
Email: sam.morgan@abccompanies.com Phone: 512-999-1111 Ext. 109

THE STATE OF TEXAS

COUNTY OF

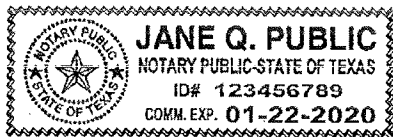
BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, on this day personally appeared Name Johnson, known to me to be Member of PS Venture Property Group, LLC, a Texas limited liability company, managing member of Pandora Springs Managers, LLC, a Texas limited liability company, general partner of **Pandora Springs, Ltd**, a Texas limited partnership, the limited partnership that executed the foregoing instrument, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that the same was the act of said limited partnership, and that he executed the same as the act of such limited partnership for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 27 day of March, 2015.

(Seal)

Jane Q. Public

Notary Public, State of Texas



¹ DO NOT use the taxpayer identification number of a General Partner, Affiliate or any organization or Person other than the organization that is the Development Owner.

Acknowledged, agreed, and accepted:

DEPARTMENT:

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS, a public and official agency of the State of Texas



By: _____
John Smith, Director of Multifamily Finance

221 E. 11th Street, Austin, Texas 78701

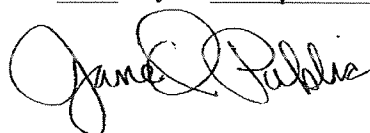
Department Taxpayer Identification Number: 74-2610542

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

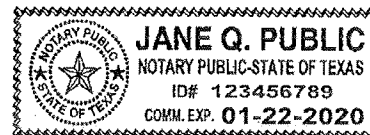
BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, on this day personally appeared Margaret L. Holloway, duly authorized representative of the **TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**, a public and official agency of the State of Texas, on behalf of such agency.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 1 day of April, 2015.

(Seal)

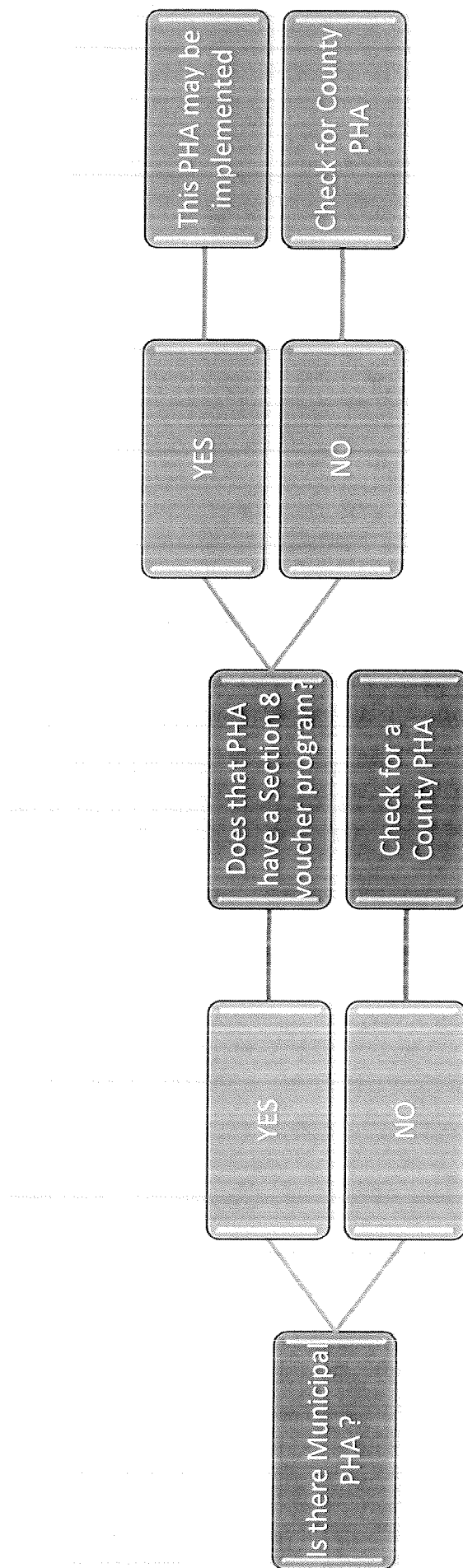


Notary Public, State of Texas

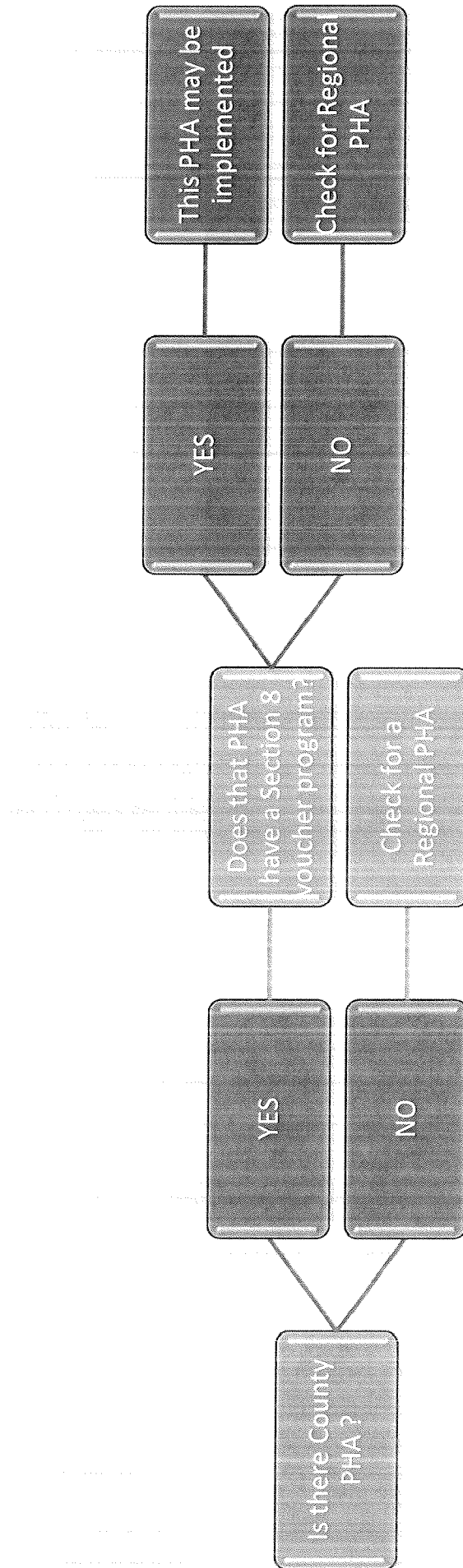


Note: This method cannot be used to establish the utility allowance for the Multifamily Direct Loan (“MFDL”) program

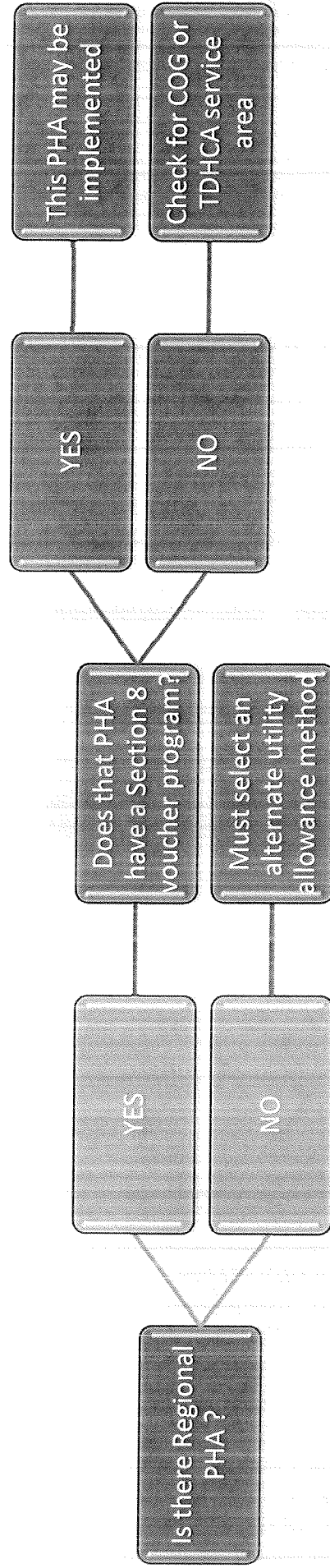
Step 1: To find the applicable Public Housing Authority (“PHA”) for your property, you first must determine if there is a Municipal PHA for the city in which your property is located. You can search all Housing Authorities in Texas on the [Texas Housing Association](#) website. To determine if a PHA has a Section 8 voucher program, check HUD’s [PHA Contact Information for Texas](#). Follow these flow charts to help guide you through the process.



Step 2: If you are unable to identify an applicable Municipal PHA, proceed to determining if there is a County PHA:

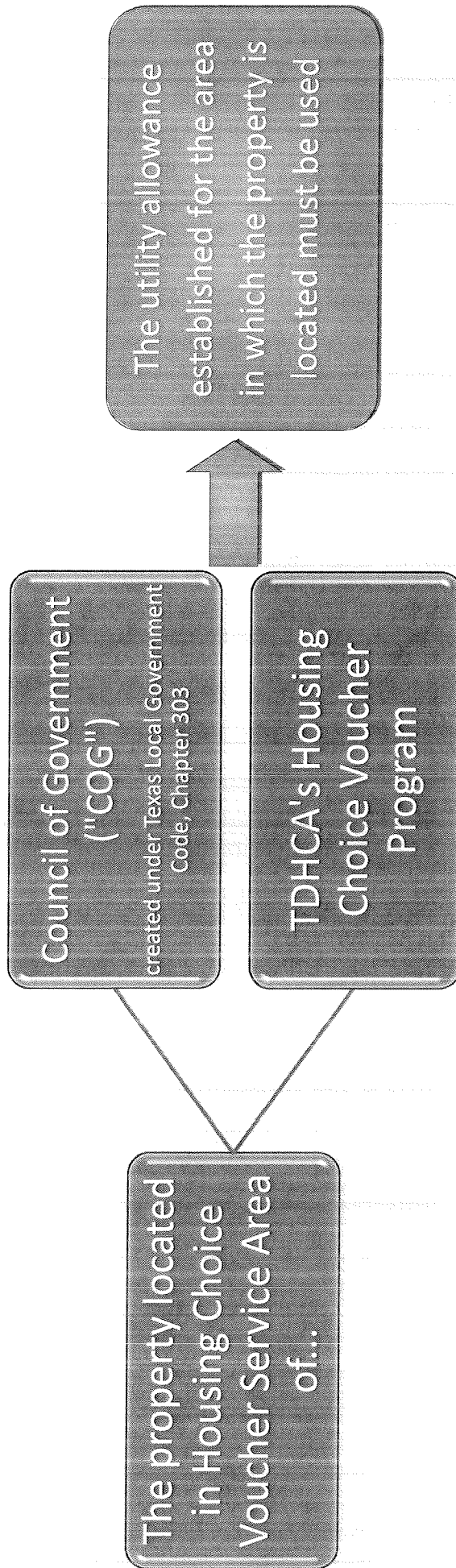


Step 3: If you are unable to identify an applicable Municipal PHA or County PHA, proceed to determining if there is a Regional PHA:



Note: you must maintain documentation that the PHA is a Regional PHA under Texas Local Government Code, Chapter 392. This is a specific type of organization for a Housing Authority and not just that the PHA will send section 8 vouchers to your property.

Step 4: If you are unable to identify a Regional PHA, you may be eligible to still use this method if...



UTILITY ALLOWANCE EXERCISE

Exercise: Utility Allowance

Utility Allowance Questionnaire

City of Austin HOME Information

City of Austin Housing Authority
HCV Utility Allowance Schedules

Unit Status Report

HUD Job Aid for Configuring Buildings and Units

WHAT YOU WILL NEED:

1. Utility Allowance Questionnaire
2. City of Austin HOME information
3. City of Austin Housing Authority HCV Utility Allowance Schedules
4. Unit Status Report
5. HUD Job Aid for Configuring Buildings and Units

PART 1: WHAT IS THE CORRECT UTILITY ALLOWANCE FOR EACH BUILDING?

- Assume* 1. Building 1? *PHA ROWHOUSE/TOWNHOUSE*
2. Building 2? *PHA TOWNHOUSE/TOWNHOUSE*
3. Building 3? *CITY OF AUSTIN (HOME) S.F.A.*
- Assume* 4. Building 4? *PHA ROWHOUSE/TOWNHOUSE*
5. Building 5? *CITY OF AUSTIN (HOME) L.A.B.*
6. Building 6? *CITY OF AUSTIN (HOME) L.A.B*
- Assume* 7. Building 7? *PHA (MULTI FAMILY WALK-UP)*

PART 2: CALCULATE THE UTILITY ALLOWANCE FOR A ONE BEDROOM, 2 BEDROOM, AND THREE BEDROOM UNIT FOR EACH METHOD:

Utility Allowance Method	1 Bedroom	2 Bedroom	3 Bedroom
<i>PHA ROW/TOWN</i>			
<i>CITY OF AUSTIN</i>			



Utility Allowance Questionnaire

This form must be completed by all owners requesting to switch utility allowance methodologies and when submitting an allowance for annual review. Please contact Cody Campbell with any questions at (512) 475-4603 or cody.campbell@tdhca.state.tx.us. All submissions must be uploaded to the Development's Compliance Monitoring Tracking System ("CMTS") account. When uploading, please be sure to choose "Utility Allowance Documents" in the "Type" dropdown menu. In the description box, please identify the method (e.g., written local estimate, HUD model) and if it is an initial request or annual review. In the "TDHCA Contact" dropdown menu, please select "Utility Allowance."

1. Name of Development: Pandora Springs and CMTS ID 5167
2. Development address: 1501 Circle S
City: Austin Zip Code: 78711
3. County in which Development is located: Travis
4. Types of TDHCA Program Funding :

Type of Funding	File Number
HTC	15129

5. Type of request:
 - a. List CURRENT utility allowance method and source for utilities that residents pay.

Utility	Source (e.g. name of utility provider or housing authority)	Effective Date	Methodology
Electric	City of Austin Housing Authority	6/1/2016	Public Housing Authority (PHA)

- b. List NEW or UPDATED utility allowance method and source for utilities that residents pay.

Utility	Source (name of utility provider or housing authority)	Anticipated Effective Date	Methodology

6. If this request is for the annual review of the current methodology, were the annual review requirements met last year? N/A
 - a. If yes, as of what date?
 - b. If no, please select reason:
7. What is the beginning date of the 90 day review period? N/A

8. Has the proposed utility allowance been posted in a common area of the Leasing Office for resident review (10TAC§10.614(h))?
N/A (PHA request)
- a. As of what date:
9. What is the intended effective date? List date rents next due after end of 90 day notification period
10. Does the Development receive assistance from USDA- Rural Development (formerly Farmer's Home Administration (FmHa))?
No
- a. If yes, do any of the residents in the Development receive Rental Assistance from the USDA?
11. Is the building a HUD-regulated building? No
12. Does the Development have HOME funds from TDHCA or any other Participating Jurisdiction ("PJ")? Yes
- a. If yes, what PJ awarded the HOME funds? City of Austin Community Revitalization Division
- b. Does each building have at least one (1) HOME unit? No
- c. If no, which buildings have these HOME units? buildings 3, 5 and 6
13. What is the Building Configuration? (if there are multiple building types, indicate below)
- a. Building Type 1: Garden and High Rise Apartments
- b. Building Type 2: Fourplex
- c. Building Type 3: Townhouse
14. Utility information:

	Who Pays? (must answer for all utilities)	Is Utility paid to or Through the Owner?	If paid to or through owner, list billing type:
Electric	Resident Pays	Yes	Actual Consumption
Gas	Not Applicable	N/A	N/A
Water/Sewer	Owner Pays	N/A	N/A
Trash Collection	Owner Pays	N/A	N/A
The property has:	<input checked="" type="checkbox"/> individual hot water heaters		<input type="checkbox"/> boiler system
The stoves in the unit are:	<input type="checkbox"/> gas		<input checked="" type="checkbox"/> electric
The units are heated by:	<input type="checkbox"/> gas		<input checked="" type="checkbox"/> electric
The units are cooled by:	<input type="checkbox"/> evaporative		<input checked="" type="checkbox"/> electric
If individual hot water heaters, they are:	<input type="checkbox"/> gas		<input checked="" type="checkbox"/> electric

15. Confirm documentation submitted with this request.
- a. Current UA sources (ex: last year's approval letter from TDHCA or PHA schedule)
- b. New/Updated UA sources (ex: letter from utility provider, HUD model & back up, PHA schedule, etc)
- c. Posted Notice to Residents (not needed if PHA request)

Wendy Smith

February 13, 2017

Completed By

Date

Compliance Manager

ABC Property Management

Title

Company Name

City of Austin
Community Revitalization Division

February 1, 2017

Sam Morgan
Pandora Springs, LLC
sam.morgan@abccompanies.com

RE: Pandora Springs (Austin, Texas)- Utility Allowance for City of Austin HOME Program

Dear Mr. Morgan,

The City of Austin's Community Revitalization Division receives the HOME Investment Partnership Grant ("HOME") from the U.S. Department of Housing and Urban Development ("HUD"). In accordance with the 24 CFR §92.252, for HOME rental developments, the utility allowance has been established using the HUD Utility Schedule Model ("HUSM").

Please see the attached HUSM that has been calculated for Pandora Springs. This is the approved utility allowance for the HOME rental units under the City of Austin effective **March 1, 2017**. Please note, there are two (2) schedules attached; one for Apartments (5+ units) and the other for Single Family Attached (Four Plex).

Sincerely,



Lisa Burns
Manager, Community Revitalization Division
William.burns@coa.org

**Allowances for
Tenant-Furnished Utilities
and Other Services**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Locality		Green Discount	Unit Type				Date (mm/dd/yyyy)
Pandora Springs		None	Single Family Attached				(4Plex)
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Space Heating	Natural Gas		\$ -	\$ -	\$ -		
	Bottled Gas		\$ -	\$ -	\$ -		
	Electric Resistance		\$ 22.23	\$ 25.99	\$ 29.22		
	Electric Heat Pump		\$ -	\$ -	\$ -		
	Fuel Oil		\$ -	\$ -	\$ -		
Cooking	Natural Gas		\$ -	\$ -	\$ -		
	Bottled Gas		\$ -	\$ -	\$ -		
	Electric		\$ 3.43	\$ 4.96	\$ 6.50		
	Other		\$ -	\$ -	\$ -		
Other Electric		\$ 16.35	\$ 22.75	\$ 29.15			
Air Conditioning		\$ 13.54	\$ 26.25	\$ 40.09			
Water Heating	Natural Gas		\$ -	\$ -	\$ -		
	Bottled Gas		\$ -	\$ -	\$ -		
	Electric		\$ 9.64	\$ 14.23	\$ 21.54		
	Fuel Oil		\$ -	\$ -	\$ -		
Water		\$ -	\$ -	\$ -			
Sewer		\$ -	\$ -	\$ -			
Trash Collection		\$ -	\$ -	\$ -			
Range/Microwave		\$ -	\$ -	\$ -			
TOTAL			\$ 65.19	\$ 94.18	\$ 126.50		
TOTAL ALLOWANCE (rounded up)			\$ 66.00	\$ 95.00	\$ 127.00		

Spreadsheet (ver13) based on form HUD-52667 (12/97).

Previous editions are obsolete

ref. Handbook 7420.8

**Allowances for
Tenant-Furnished Utilities
and Other Services**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Locality		Green Discount	Unit Type				Date (mm/dd/yyyy)
Pandora Springs		None	Larger Apartment Bldgs. (5+ units)				2/1/2017
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Space Heating	Natural Gas		\$ -	\$ -	\$ -		
	Bottled Gas		\$ -	\$ -	\$ -		
	Electric Resistance		\$ 17.32	\$ 20.51	\$ 23.04		
	Electric Heat Pump		\$ -	\$ -	\$ -		
	Fuel Oil		\$ -	\$ -	\$ -		
Cooking	Natural Gas		\$ -	\$ -	\$ -		
	Bottled Gas		\$ -	\$ -	\$ -		
	Electric		\$ 3.43	\$ 4.96	\$ 6.49		
	Other		\$ -	\$ -	\$ -		
Other Electric		\$ 12.93	\$ 17.99	\$ 23.05			
Air Conditioning		\$ 12.28	\$ 20.40	\$ 27.77			
Water Heating	Natural Gas		\$ -	\$ -	\$ -		
	Bottled Gas		\$ -	\$ -	\$ -		
	Electric		\$ 7.71	\$ 9.84	\$ 14.56		
	Fuel Oil		\$ -	\$ -	\$ -		
Water		\$ -	\$ -	\$ -			
Sewer		\$ -	\$ -	\$ -			
Trash Collection		\$ -	\$ -	\$ -			
Range/Microwave		\$ -	\$ -	\$ -			
TOTAL			\$ 53.67	\$ 73.69	\$ 94.90		
TOTAL ALLOWANCE (rounded up)			\$ 54.00	\$ 74.00	\$ 95.00		

Spreadsheet (ver13) based on form HUD-52667 (12/97).

Previous editions are obsolete

ref. Handbook 7420.8

**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Locality: Housing Authority of the City of Austin, TX		Unit Type: Multi-Family Elevator			Date (06/01/2016)						
Utility or Service		Monthly Dollar Allowances									
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR				
Heating	a. Natural Gas	\$3.00	\$4.00	\$4.00	\$5.00	\$6.00	\$6.00				
	b. Bottle Gas/Propane										
	c. Electric	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00	\$12.00				
	d. Oil / Other										
Cooking	a. Natural Gas	\$2.00	\$2.00	\$2.00	\$3.00	\$4.00	\$4.00				
	b. Bottle Gas/Propane										
	c. Electric	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$10.00				
Other Electric (Lights, Appliances, & Monthly Fee)		\$24.00	\$26.00	\$32.00	\$37.00	\$42.00	\$47.00				
Air Conditioning		\$8.00	\$10.00	\$15.00	\$21.00	\$27.00	\$32.00				
Water Heating	a. Natural Gas	\$4.00	\$5.00	\$7.00	\$9.00	\$10.00	\$11.00				
	b. Bottle Gas/Propane										
	c. Electric	\$8.00	\$10.00	\$14.00	\$18.00	\$20.00	\$22.00				
	d. Oil / Other										
Water		\$45.00	\$45.00	\$53.00	\$61.00	\$69.00	\$77.00				
Sewer		\$78.00	\$80.00	\$98.00	\$117.00	\$135.00	\$154.00				
Trash Collection		\$25.00	\$25.00	\$26.00	\$26.00	\$31.00	\$31.00				
Range / Microwave Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00				
Refrigerator Tenant-supplied		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00				
Other-- specify: Monthly Gas Fee \$15.61		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00				
Actual Family Allowances				Utility or Service		per month cost					
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$					
				Cooking		\$					
Name of Family				Other Electric		\$					
				Air Conditioning		\$					
				Water Heating		\$					
				Water		\$					
Address of Unit				Sewer		\$					
				Trash Collection		\$					
				Range / Microwave		\$					
				Refrigerator		\$					
				Other		\$					
				Number of Bedrooms				Other		\$	
								Total		\$	



**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Locality: Housing Authority of the City of Austin, TX		Unit Type: Multi-Family/Walkup				Date (06/01/2016)	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$3.00	\$4.00	\$4.00	\$5.00	\$6.00	\$6.00
	b. Bottle Gas/Propane						
	c. Electric	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00	\$12.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$2.00	\$2.00	\$2.00	\$3.00	\$4.00	\$4.00
	b. Bottle Gas/Propane						
	c. Electric	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$10.00
Other Electric (Lights, Appliances, & Monthly Fee)		\$24.00	\$26.00	\$32.00	\$37.00	\$42.00	\$47.00
Air Conditioning		\$8.00	\$10.00	\$15.00	\$21.00	\$27.00	\$32.00
Water Heating	a. Natural Gas	\$4.00	\$5.00	\$7.00	\$9.00	\$10.00	\$11.00
	b. Bottle Gas/Propane						
	c. Electric	\$8.00	\$10.00	\$14.00	\$18.00	\$20.00	\$22.00
	d. Oil / Other						
Water		\$45.00	\$45.00	\$53.00	\$61.00	\$69.00	\$77.00
Sewer		\$78.00	\$80.00	\$98.00	\$117.00	\$135.00	\$154.00
Trash Collection		\$25.00	\$25.00	\$26.00	\$26.00	\$31.00	\$31.00
Range / Microwave Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-supplied		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other-- specify: Monthly Gas Fee \$15.61		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$	
				Cooking		\$	
Name of Family				Other Electric		\$	
				Air Conditioning		\$	
				Water Heating		\$	
				Water		\$	
Address of Unit				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
				Other		\$	
				Total		\$	
Number of Bedrooms				Other		\$	



**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Locality: Housing Authority of the City of Austin, TX		Unit Type: Row House/ Townhouse		Date (06/01/2016)			
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$7.00	\$9.00	\$9.00	\$10.00	\$11.00	\$12.00
	b. Bottle Gas/Propane						
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$14.00	\$16.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$2.00	\$2.00	\$2.00	\$3.00	\$4.00	\$4.00
	b. Bottle Gas/Propane						
	c. Electric	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$10.00
Other Electric (Lights, Appliances, & Monthly Fee)		\$24.00	\$26.00	\$32.00	\$37.00	\$42.00	\$47.00
Air Conditioning		\$13.00	\$15.00	\$20.00	\$25.00	\$30.00	\$35.00
Water Heating	a. Natural Gas	\$4.00	\$5.00	\$7.00	\$9.00	\$10.00	\$11.00
	b. Bottle Gas/Propane						
	c. Electric	\$8.00	\$10.00	\$14.00	\$18.00	\$20.00	\$22.00
	d. Oil / Other						
Water		\$45.00	\$45.00	\$53.00	\$61.00	\$69.00	\$77.00
Sewer		\$78.00	\$80.00	\$98.00	\$117.00	\$135.00	\$154.00
Trash Collection		\$25.00	\$25.00	\$26.00	\$26.00	\$31.00	\$31.00
Range / Microwave Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-supplied		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other-- specify: Monthly Gas Fee \$15.61		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$	
Name of Family				Cooking		\$	
Address of Unit				Other Electric		\$	
				Air Conditioning		\$	
Number of Bedrooms				Water Heating		\$	
				Water		\$	
				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
Other				\$			
Total				\$			



**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Locality: Housing Authority of the City of Austin, TX		Unit Type: Semi-Detached/ Duplex		Date (06/01/2016)							
Utility or Service		Monthly Dollar Allowances									
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR				
Heating	a. Natural Gas	\$7.00	\$9.00	\$9.00	\$10.00	\$11.00	\$12.00				
	b. Bottle Gas/Propane										
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$14.00	\$16.00				
	d. Oil / Other										
Cooking	a. Natural Gas	\$2.00	\$2.00	\$2.00	\$3.00	\$4.00	\$4.00				
	b. Bottle Gas/Propane										
	c. Electric	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$10.00				
Other Electric (Lights, Appliances, & Monthly Fee)		\$24.00	\$26.00	\$32.00	\$37.00	\$42.00	\$47.00				
Air Conditioning		\$13.00	\$15.00	\$20.00	\$25.00	\$30.00	\$35.00				
Water Heating	a. Natural Gas	\$4.00	\$5.00	\$7.00	\$9.00	\$10.00	\$11.00				
	b. Bottle Gas/Propane										
	c. Electric	\$8.00	\$10.00	\$14.00	\$18.00	\$20.00	\$22.00				
	d. Oil / Other										
Water		\$45.00	\$45.00	\$53.00	\$61.00	\$69.00	\$77.00				
Sewer		\$78.00	\$80.00	\$98.00	\$117.00	\$135.00	\$154.00				
Trash Collection		\$25.00	\$25.00	\$26.00	\$26.00	\$31.00	\$31.00				
Range / Microwave Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00				
Refrigerator Tenant-supplied		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00				
Other-- specify: Monthly Gas Fee \$15.61		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00				
Actual Family Allowances				Utility or Service		per month cost					
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$					
				Cooking		\$					
Name of Family				Other Electric		\$					
				Air Conditioning		\$					
				Water Heating		\$					
				Water		\$					
Address of Unit				Sewer		\$					
				Trash Collection		\$					
				Range / Microwave		\$					
				Refrigerator		\$					
				Other		\$					
				Number of Bedrooms				Other		\$	
								Total		\$	



**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Locality: Housing Authority of the City of Austin, TX		Unit Type: Single-Family Detached House				Date (06/01/2016)	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$9.00	\$10.00	\$11.00	\$12.00	\$13.00	\$14.00
	b. Bottle Gas/Propane						
	c. Electric	\$10.00	\$12.00	\$14.00	\$15.00	\$17.00	\$18.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$2.00	\$2.00	\$2.00	\$3.00	\$4.00	\$4.00
	b. Bottle Gas/Propane						
	c. Electric	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$10.00
Other Electric (Lights, Appliances, & Monthly Fee)		\$24.00	\$26.00	\$32.00	\$37.00	\$42.00	\$47.00
Air Conditioning		\$12.00	\$14.00	\$22.00	\$30.00	\$39.00	\$49.00
Water Heating	a. Natural Gas	\$4.00	\$5.00	\$7.00	\$9.00	\$10.00	\$11.00
	b. Bottle Gas/Propane						
	c. Electric	\$8.00	\$10.00	\$14.00	\$18.00	\$20.00	\$22.00
	d. Oil / Other						
Water		\$34.00	\$34.00	\$42.00	\$68.00	\$81.00	\$93.00
Sewer		\$57.00	\$59.00	\$74.00	\$89.00	\$104.00	\$119.00
Trash Collection		\$25.00	\$25.00	\$26.00	\$26.00	\$31.00	\$31.00
Range / Microwave Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-supplied		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other-- specify: Monthly Gas Fee \$15.61		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$	
				Cooking		\$	
Name of Family				Other Electric		\$	
				Air Conditioning		\$	
				Water Heating		\$	
				Water		\$	
Address of Unit				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
				Other		\$	
				Total		\$	
Number of Bedrooms				Other		\$	



**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Locality: Housing Authority of the City of Austin, TX		Unit Type: Manufactured/ Mobile Home				Date (06/01/2016)					
Utility or Service		Monthly Dollar Allowances									
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR				
Heating	a. Natural Gas	\$7.00	\$9.00	\$9.00	\$10.00	\$11.00	\$12.00				
	b. Bottle Gas/Propane										
	c. Electric	\$11.00	\$13.00	\$14.00	\$14.00	\$14.00	\$15.00				
	d. Oil / Other										
Cooking	a. Natural Gas	\$2.00	\$2.00	\$2.00	\$3.00	\$4.00	\$4.00				
	b. Bottle Gas/Propane										
	c. Electric	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00	\$10.00				
Other Electric (Lights, Appliances, & Monthly Fee)		\$24.00	\$26.00	\$32.00	\$37.00	\$42.00	\$47.00				
Air Conditioning		\$10.00	\$12.00	\$19.00	\$26.00	\$33.00	\$40.00				
Water Heating	a. Natural Gas	\$4.00	\$5.00	\$7.00	\$9.00	\$10.00	\$11.00				
	b. Bottle Gas/Propane										
	c. Electric	\$8.00	\$10.00	\$14.00	\$18.00	\$20.00	\$22.00				
	d. Oil / Other										
Water		\$34.00	\$34.00	\$42.00	\$68.00	\$81.00	\$93.00				
Sewer		\$57.00	\$59.00	\$74.00	\$89.00	\$104.00	\$119.00				
Trash Collection		\$25.00	\$25.00	\$26.00	\$26.00	\$31.00	\$31.00				
Range / Microwave Tenant-supplied		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00				
Refrigerator Tenant-supplied		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00				
Other-- specify: Monthly Gas Fee \$15.61		\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00				
Actual Family Allowances				Utility or Service		per month cost					
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$					
				Cooking		\$					
Name of Family				Other Electric		\$					
				Air Conditioning		\$					
				Water Heating		\$					
				Water		\$					
Address of Unit				Sewer		\$					
				Trash Collection		\$					
				Range / Microwave		\$					
				Refrigerator		\$					
				Other		\$					
				Number of Bedrooms				Other		\$	
								Total		\$	



COMPLIA. REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501201
(LIHTC Only)

Building #: 1

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
1	05/12/2016			47753	1119	95	0	3	05/12/2016	N	5	Income Rent HTC: 60	No
2	04/07/2016			20571	512	95	0	3	04/07/2016	N	3	Income Rent HTC: 30	No
3	06/15/2016			13500	451	74	0	2	06/15/2016	N	1	Income Rent HTC: 30	No
4	12/09/2016			35958	977	74	0	2	12/09/2016	N	2	Income Rent HTC: 60	No

BIN #: TX1501202
(LIHTC Only)

Building #: 2

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
5	03/03/2016			0	1200	0	0	2	03/03/2017	Y	3	Income Rent HTC: Mkt	No
6	06/16/2016			33114	977	74	0	2	06/16/2016	N	2	Income Rent HTC: 60	No
7	02/10/2016			0	850	0	0	1	02/10/2017	Y	1	Income Rent HTC: Mkt	No
8	07/15/2016		Smith	29571	822	54	0	1	07/15/2016	N	1	Income Rent HTC: 60	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501203
(LIHTC Only)

Building #: 3

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
10	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt	No
11	01/16/2016			0	1200	0	0	2	01/16/2017	Y	1	Income Rent HTC: Mkt	No
12	02/15/2016			61550	977	74	0	2	02/15/2017	Y	3	Income Rent HTC: OI HTC: 60	No
9	02/24/2017			0	850	0	0	1	02/24/2017	N	3	Income Rent HTC: Mkt	No

BIN #: TX1501204
(LIHTC Only)

Building #: 4

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
13	08/29/2016		Guidry	8165	25	74	728	2	08/29/2016	N	1	Income Rent HTC: 60 HTC: 60	No
14	08/23/2016			0	1200	0	0	2	08/23/2016	N	3	Income Rent HTC: Mkt HTC: Mkt	No
15	05/11/2016			18500	384	54	0	1	05/11/2016	N	2	Income Rent HTC: 30 HTC: 30	No
16	05/01/2016		Yancy	23157	822	54	0	1	05/01/2016	N	1	Income Rent HTC: 60 HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501205
(LIHTC Only)

Building #: 5

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
17	08/13/2016		Russell	10000	384	54	0	1	08/13/2016	N	1	Income Rent HTC: 30 HTC: 30	No
18	02/16/2016			11004	102	54	523	1	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
19	02/16/2016			20916	977	74	0	2	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
20	04/28/2016			20185	451	74	0	2	04/28/2016	N	4	Income Rent HTC: 30 HTC: 30	No
21	11/18/2016			28000	822	54	0	1	11/18/2016	N	1	Income Rent HTC: 60 HTC: 60	No
22	07/22/2016			36923	1119	95	0	3	07/22/2016	N	3	Income Rent HTC: 60 HTC: 60	No

BIN #: TX1501206
(LIHTC Only)

Building #: 6

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
23	02/16/2016			68573	1119	95	0	3	02/16/2017	Y	6	Income Rent HTC: 60 HTC: 60	No
24	04/07/2016			19000	451	74	0	2	04/07/2016	N	2	Income Rent HTC: 30 HTC: 30	No
25	08/17/2016			17511	451	74	0	2	08/17/2016	N	3	Income Rent HTC: 30 HTC: 30	No
26	08/12/2016			0	1200	0	0	2	08/12/2016	N	2	Income Rent HTC: Mkt HTC: Mkt	No
27	10/15/2016			0	1200	0	0	2	10/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
28	06/15/2016			0	850	0	0	1	06/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	INCOME RENT	HTC	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
29	07/15/2016			15575	384	54	0	1	07/15/2016	N	1	Income Rent	HTC: 30	No	
30	03/27/2016			0	850	0	0	1	03/27/2017	Y	1	Income Rent	HTC: Mkt	No	
31	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent	HTC: Mkt	No	
32	03/06/2016			0	1200	0	0	2	03/06/2017	Y	3	Income Rent	HTC: Mkt	No	
33	02/29/2016			0	1200	0	0	2		Y	3	Income Rent	HTC: Mkt	No	
34	02/15/2017			22435	451	74	0	2	02/15/2017	N	4	Income Rent	HTC: 30	No	
35	07/19/2016			0	1200	0	0	2	07/19/2016	N	2	Income Rent	HTC: Mkt	No	
36	04/18/2016			27936	822	54	0	1	04/18/2016	N	1	Income Rent	HTC: 60	No	
37	04/24/2016			0	850	0	0	1	04/24/2016	N	1	Income Rent	HTC: Mkt	No	
38	12/11/2016			12575	384	54	0	1	12/11/2016	N	1	Income Rent	HTC: 30	No	
39	10/06/2016			0	850	0	0	1	10/06/2016	N	1	Income Rent	HTC: Mkt	No	
40	04/14/2016			15000	451	74	0	2	04/14/2016	N	2	Income Rent	HTC: 30	No	
41	08/21/2016			0	1200	0	0	2	08/21/2016	N	1	Income Rent	HTC: Mkt	No	
42	06/02/2016			0	850	0	0	1	06/02/2016	N	1	Income Rent	HTC: Mkt	No	
43	08/07/2016		DeLeon	24396	977	74	0	2	08/07/2016	N	1	Income Rent	HTC: 60	No	

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
44	06/16/2016			0	1200	0	0	2	06/16/2016	N	2	Income Rent HTC: Mkt	No
45	06/01/2016			0	1200	0	0	2	06/01/2016	N	2	Income Rent HTC: Mkt	No
46	09/14/2016			28400	977	74	0	2	09/14/2016	N	1	Income Rent HTC: 60	No
47	04/10/2016			0	850	0	0	1	04/10/2016	N	1	Income Rent HTC: Mkt	No
48	10/10/2016			0	850	0	0	1	10/10/2016	N	1	Income Rent HTC: Mkt	No

Unit Status Report - Statistics Page
Part 1 - Demographics

Ethnicity

Race

Other

Part 2 - Accessibility

Mobility

3

Not Equipped

44

Vision or Hearing Impairment

1

Part 3 - Qualification

Program	Qualification	Units	Percent
HTC	30	11	22.92%
HTC	60	14	29.17%
HTC	Market	22	45.83%
HTC	OI	1	02.08%

Part 4 - Additional Assistance

HUD Housing Choice Voucher (HCV), tenant-based2 4.17%

Part 5 - Special Needs Unit Count

Department of Housing and Urban Development

Office of Public and Indian Housing (PIH)



Public and Indian Housing Information Center (PIC-IMS)

Job Aid for Configuring Buildings and Units

December 19, 2007

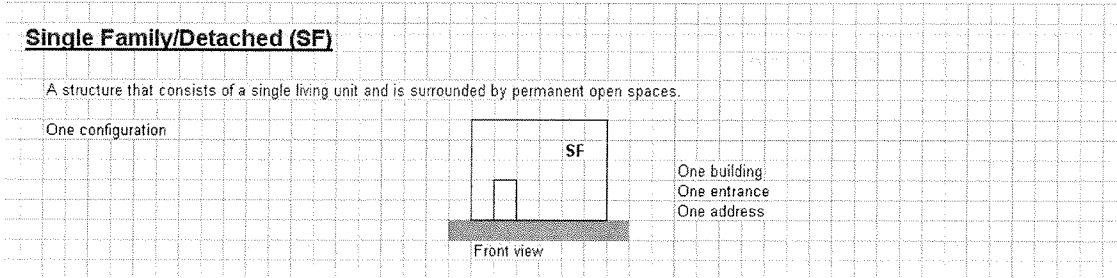
PHA users have raised questions concerning how to configure their buildings in PIC-IMS Development submodule. An improper configuration can make it impossible to enter addresses correctly. In addition, having the wrong configuration can affect Capital Funding.

When the questions below refer to an “entrance”, it means the primary or public entrance (ignore side and back doors not intended for public use).

The key to choosing which type of building you have in PIC is to answer the following questions and look at the specified example:

1. Does the building have more than one unit?
 - a. Yes: Go to question 2.
 - b. No: Go to Example A” (Single Family).
2. Does the physical address use an apartment or unit number?
 - a. Yes: Go to question 3.
 - b. No: Go to question 5.
3. Does the building have one primary front entrance to the units?
 - a. Yes: Go to question 4.
 - b. No: Go to question 6.
4. Does the building use an elevator for tenants?
 - a. Yes: Go to Example “E” (Elevator Structure).
 - b. No: Go to Example “D” (Multi-family/Walkup).
5. Does the building have more than two units?
 - a. Yes: Go to Example “C” (Row/Townhouse).
 - b. No: Go to Example “B” (Semi-Detached).
6. Does the building have more than two units?
 - a. Yes: Go to Example “G” (Row/Townhouse with apartment numbers).
 - b. No: Go to Example “F” (Semi-Detached with apartment numbers).

Example A – Single Family

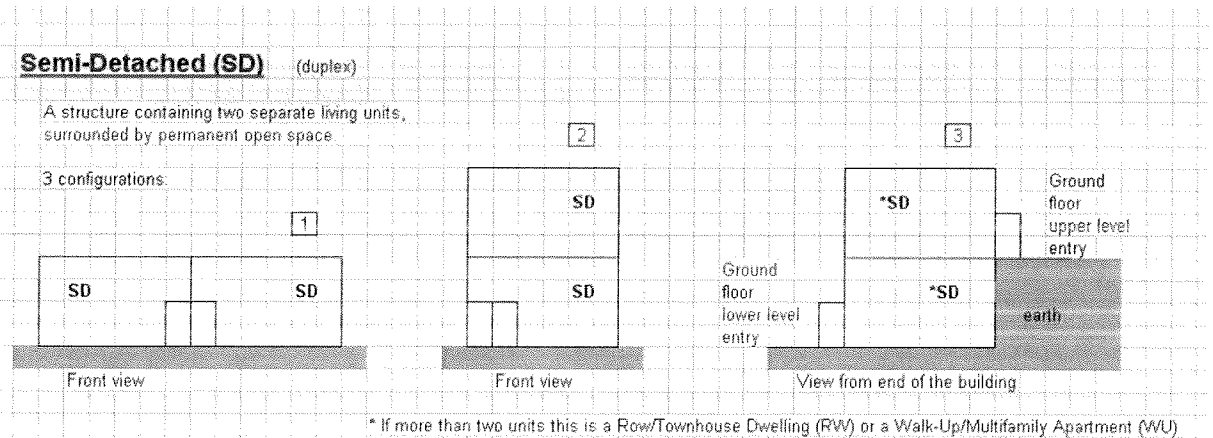


Example A (SF - Single Family Home) (SD – Semi-Detached with “apartment” numbers) Example G (RW – Row or Townhouse with “apartment” numbers)

# of bldgs	# entrances	Units per entrance	Use door no in unit table?	Example of an address
1	1	1	No	202 Fido St

A single family structure will have one building with one entrance in the building details screen and one unit in the unit details screen. Leave the door number blank in the unit details screen (it will not be included in RASS report addresses).

Example B – Semi-Detached



# of bldgs	# entrances	Units per entrance	Use door no in unit table?	Example of 2 addresses
1	2	1	No	202 Fido St 204 Fido St

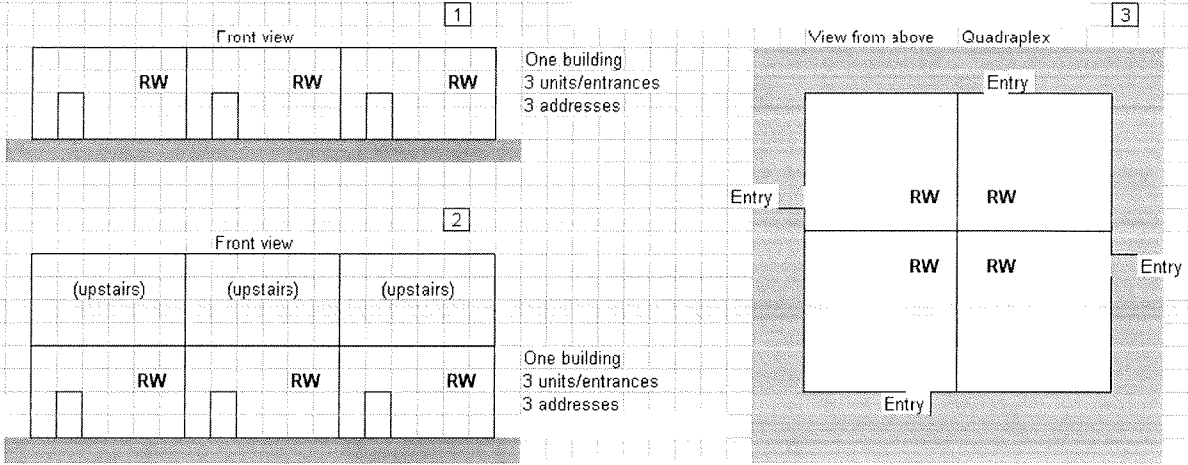
A semi-detached structure will have one building with two entrances in the building table and one unit in the unit details screen for each entrance. Each entrance will have its own address. Leave the door number blank in the unit details screen (it will not be included in addresses for RASS reports).

Example C – Row/Townhouse

Row/Townhouse Dwelling (RW)

A structure containing three or more separate living units, each having individual outside entrances at ground level (which may face in different directions). Each unit may have more than one level.

3 configurations



# of bldgs	# entrances	Units per entrance	Use door no in unit table?	Example of 3 addresses
1	More than 2	1	No	202 Fido St 204 Fido St 206 Fido St

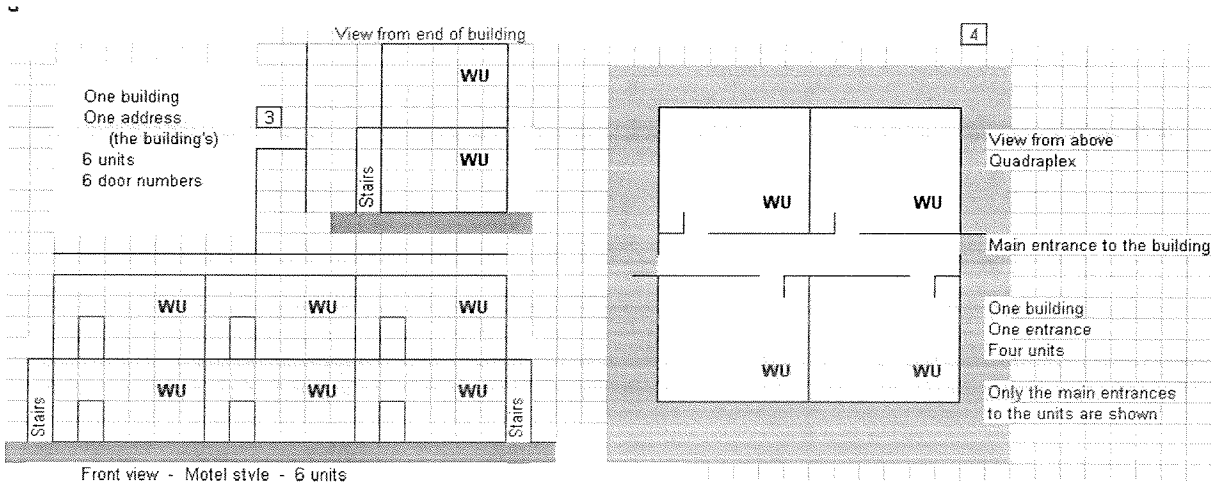
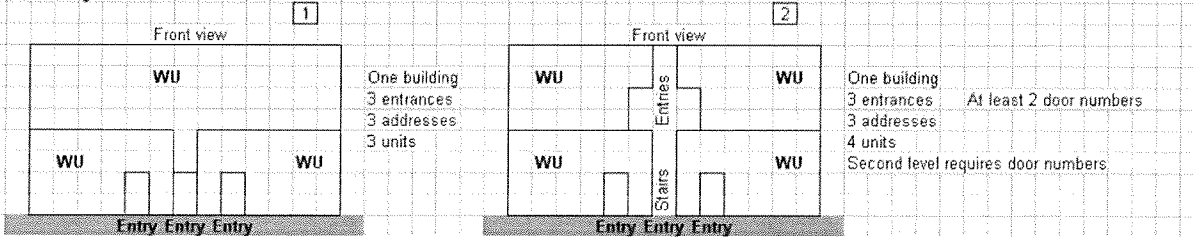
A row or townhouse structure will have one building with more than two entrances in the building details screen and one unit in the unit details screen for each entrance. Each entrance will have its own address. Leave the door number blank in the unit details screen (it will not be included in addresses in RASS reports).

Example D – Walkup/Multi-family

Walk-UP/ Multifamily Apartment (WU)

More than one dwelling on more than one level with one or more entrances at ground level.
But not a SD - Semi-Detached !

4 configurations



# of bldgs	# entrances	Units per entrance	Use door no in unit table?	Example of unit addresses in a 6-unit Walkup
1	1	More than 1	Yes	202 Fido St A 202 Fido St B 202 Fido St C 202 Fido St D 202 Fido St E 202 Fido St F

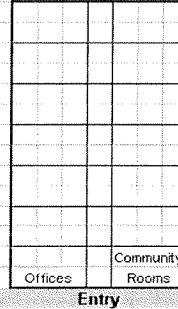
A multifamily or walkup structure will have one building with one or more outside entrances and at least one entrance has more than one unit per entrance in the building table. Each entrance will have the same number of units listed in the unit table for that entrance. The entrance will have the street number, street, city, state and zip code portion of the address. Put the apartment number in the "door number" field in the unit details screen; it will be added to the end of the physical street address from the building table in the RASS reports.

Example E – Elevator Structure

Elevator Structure (ES)

Any high-rise structure for which an elevator is required under the Minimum Property Standards or local building codes.

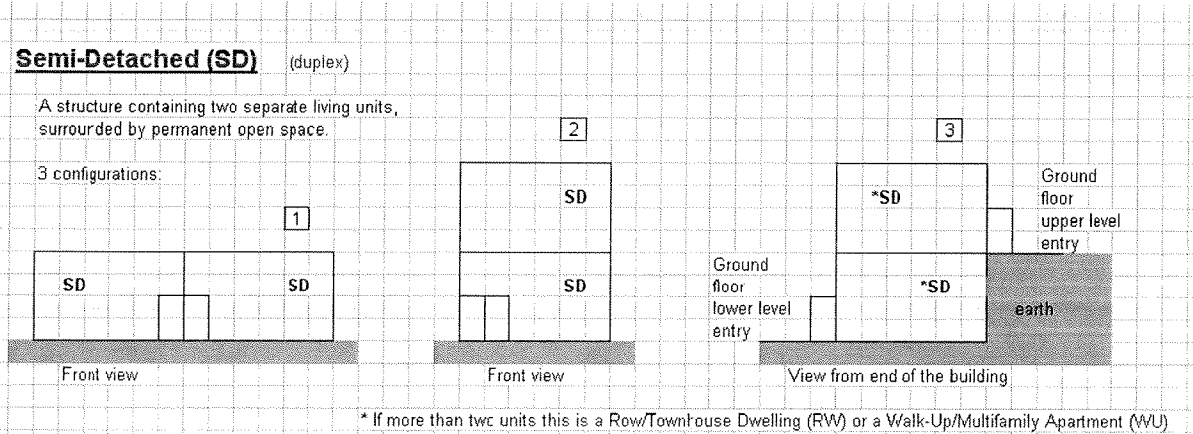
One configuration



One building
 One entrance (the main entrance)
 One address
 7 floors
 12 units
 more than 12 door numbers

# of bldgs	# entrances	Units per entrance	Use door no in unit table?	Example of unit addresses in a 6-story elevator structure
1	1	More than 1	Yes	202 Fido St 1A 202 Fido St 1B 202 Fido St 2A 202 Fido St 2B 202 Fido St 3A 202 Fido St 3B 202 Fido St 4A 202 Fido St 4B 202 Fido St 5A 202 Fido St 5B 202 Fido St 6A 202 Fido St 6B
An elevator structure (essentially a multifamily or walkup structure with an elevator) will have one building with one outside entrance and more than one unit per entrance in the building table. It will have the same number of units listed in the unit table for that entrance. Put the apartment number in the "door number" field in the unit details screen; it will be added to the end of the physical street address from the building table in RASS reports.				

Example F – Semi-detached with Apartment Numbers in the Address



# of bldgs	# entrances	Units per entrance	Use door no in unit table?	Examples of addresses
1	2	1	No	202 Fir St A 202 Fir St B

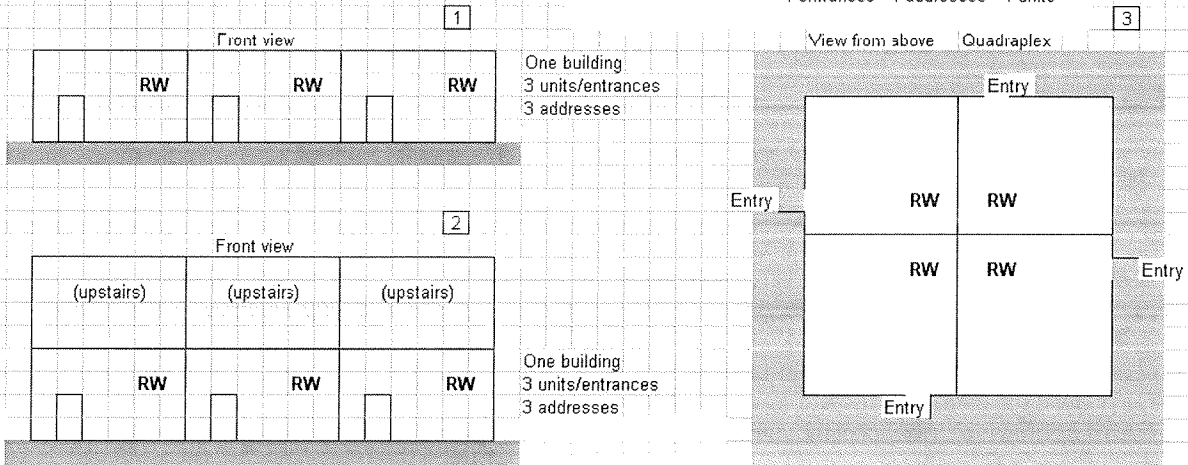
A semi-detached structure will have one building with two entrances in the building table and one unit in the unit table for each entrance. Leave the door number blank in the unit details screen (it will be ignored in RASS addresses). (If each unit use an apartment number, put it in address line for the entrance in the building details screen.)

Example G – Row/Townhouse with Apartment Numbers in the Address

Row/Townhouse Dwelling (RW)

A structure containing three or more separate living units, each having individual outside entrances at ground level (which may face in different directions). Each unit may have more than one level.

3 configurations



# of bldgs	# entrances	Units per entrance	Use door no in unit table?	Example of an address
1	2 or more	1	No	202 Fir St #11 202 Fir St #12 202 Fir St #13

A row or townhouse structure will have one building with two or more entrances in the building table and one unit in the unit table for each entrance. Leave the door number blank in the unit details screen (it will be ignored in RASS addresses). (If each unit use an apartment number, put it in address line for the entrance in the building details screen.)

MINIMUM SET ASIDE EXERCISE

Exercise: Minimum Set Aside

Unit Status Report

WHAT YOU WILL NEED:

1. Unit Status Report

Building 1 (Project 1)	
How many total units?	
How many units are needed to meet the minimum set-aside (40/60)?	
How many low-income units are there?	

Has the minimum set-aside been met in Project 1?

Building 2 (Project 2)	
How many total units?	
How many units are needed to meet the minimum set-aside (40/60)?	
How many low-income units are there?	

Has the minimum set-aside been met in Project 2?

Building 3 (Project 3)	
How many total units?	
How many units are needed to meet the minimum set-aside (40/60)?	
How many low-income units are there?	

Has the minimum set-aside been met in Project 3?

Building 4 (Project 4)	
How many total units?	
How many units are needed to meet the minimum set-aside (40/60)?	
How many low-income units are there?	

Has the minimum set-aside been met in Project 4?

Building 5 (Project 5)	
How many total units?	
How many units are needed to meet the minimum set-aside (40/60)?	
How many low-income units are there?	

Has the minimum set-aside been met in Project 5?

Building 6 (Project 6)	
How many total units?	
How many units are needed to meet the minimum set-aside (40/60)?	
How many low-income units are there?	

Has the minimum set-aside been met in Project 6?

Building 7 (Project 7)	
How many total units?	
How many units are needed to meet the minimum set-aside (40/60)?	
How many low-income units are there?	

Has the minimum set-aside been met in Project 7?

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501201
(LJHTC Only)

Building #: 1

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
1	05/12/2016			47753	1119	95	0	3	05/12/2016	N	5	Income Rent HTC: 60 HTC: 60	No
2	04/07/2016			20571	512	95	0	3	04/07/2016	N	3	Income Rent HTC: 30 HTC: 30	No
3	06/15/2016			13500	451	74	0	2	06/15/2016	N	1	Income Rent HTC: 30 HTC: 30	No
4	12/09/2016			35958	977	74	0	2	12/09/2016	N	2	Income Rent HTC: 60 HTC: 60	No

BIN #: TX1501202
(LJHTC Only)

Building #: 2

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
5	03/03/2016			0	1200	0	0	2	03/03/2017	Y	3	Income Rent HTC: Mkt HTC: Mkt	No
6	06/16/2016			33114	977	74	0	2	06/16/2016	N	2	Income Rent HTC: 60 HTC: 60	No
7	02/10/2016			0	850	0	0	1	02/10/2017	Y	1	Income Rent HTC: Mkt HTC: Mkt	No
8	07/15/2016		Smith	29571	822	54	0	1	07/15/2016	N	1	Income Rent HTC: 60 HTC: 60	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501203
(LIHTC Only)

Building #: 3

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
10	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt	No
11	01/16/2016			0	1200	0	0	2	01/16/2017	Y	1	Income Rent HTC: Mkt	No
12	02/15/2016			61550	977	74	0	2	02/15/2017	Y	3	Income Rent HTC: OI HTC: 60	No
9	02/24/2017			0	850	0	0	1	02/24/2017	N	3	Income Rent HTC: Mkt	No

BIN #: TX1501204
(LIHTC Only)

Building #: 4

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
13	08/29/2016		Guidry	8165	25	74	728	2	08/29/2016	N	1	Income Rent HTC: 60 HTC: 60	No
14	08/23/2016			0	1200	0	0	2	08/23/2016	N	3	Income Rent HTC: Mkt HTC: Mkt	No
15	05/11/2016			18500	384	54	0	1	05/11/2016	N	2	Income Rent HTC: 30 HTC: 30	No
16	05/01/2016		Yancy	23157	822	54	0	1	05/01/2016	N	1	Income Rent HTC: 60 HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501205
(LIHTC Only)

Building #: 5

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
17	08/13/2016		Russell	10000	384	54	0	1	08/13/2016	N	1	Income Rent HTC: 30 HTC: 30	No
18	02/16/2016			11004	102	54	523	1	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
19	02/16/2016			20916	977	74	0	2	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
20	04/28/2016			20185	451	74	0	2	04/28/2016	N	4	Income Rent HTC: 30 HTC: 30	No
21	11/18/2016			28000	822	54	0	1	11/18/2016	N	1	Income Rent HTC: 60 HTC: 60	No
22	07/22/2016			36923	1119	95	0	3	07/22/2016	N	3	Income Rent HTC: 60 HTC: 60	No

BIN #: TX1501206
(LIHTC Only)

Building #: 6

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
23	02/16/2016			68573	1119	95	0	3	02/16/2017	Y	6	Income Rent HTC: 60 HTC: 60	No
24	04/07/2016			19000	451	74	0	2	04/07/2016	N	2	Income Rent HTC: 30 HTC: 30	No
25	08/17/2016			17511	451	74	0	2	08/17/2016	N	3	Income Rent HTC: 30 HTC: 30	No
26	08/12/2016			0	1200	0	0	2	08/12/2016	N	2	Income Rent HTC: Mkt HTC: Mkt	No
27	10/15/2016			0	1200	0	0	2	10/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
28	06/15/2016			0	850	0	0	1	06/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No

COMPLIANCE REPORT
UNIT STATUS REPORT

03/13/17

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
29	07/15/2016			15575	384	54	0	1	07/15/2016	N	1	Income Rent HTC: 30	No
30	03/27/2016			0	850	0	0	1	03/27/2017	Y	1	Income Rent HTC: Mkt	No
31	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt	No
32	03/06/2016			0	1200	0	0	2	03/06/2017	Y	3	Income Rent HTC: Mkt	No
33	02/29/2016			0	1200	0	0	2		Y	3	Income Rent HTC: Mkt	No
34	02/15/2017			22435	451	74	0	2	02/15/2017	N	4	Income Rent HTC: 30	No
35	07/19/2016			0	1200	0	0	2	07/19/2016	N	2	Income Rent HTC: Mkt	No
36	04/18/2016			27936	822	54	0	1	04/18/2016	N	1	Income Rent HTC: 60	No
37	04/24/2016			0	850	0	0	1	04/24/2016	N	1	Income Rent HTC: Mkt	No
38	12/11/2016			12575	384	54	0	1	12/11/2016	N	1	Income Rent HTC: 30	No
39	10/06/2016			0	850	0	0	1	10/06/2016	N	1	Income Rent HTC: Mkt	No
40	04/14/2016			15000	451	74	0	2	04/14/2016	N	2	Income Rent HTC: 30	No
41	08/21/2016			0	1200	0	0	2	08/21/2016	N	1	Income Rent HTC: Mkt	No
42	06/02/2016			0	850	0	0	1	06/02/2016	N	1	Income Rent HTC: Mkt	No
43	08/07/2016		DeLeon	24396	977	74	0	2	08/07/2016	N	1	Income Rent HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
44	06/16/2016			0	1200	0	0	0 2	06/16/2016	N	2	Income Rent HTC: Mkt	No
45	06/01/2016			0	1200	0	0	0 2	06/01/2016	N	2	Income Rent HTC: Mkt	No
46	09/14/2016			28400	977	74	0	0 2	09/14/2016	N	1	Income Rent HTC: 60	No
47	04/10/2016			0	850	0	0	0 1	04/10/2016	N	1	Income Rent HTC: Mkt	No
48	10/10/2016			0	850	0	0	0 1	10/10/2016	N	1	Income Rent HTC: Mkt	No

Unit Status Report - Statistics Page
Part 1 - Demographics

Ethnicity

Race

Other

Part 2 - Accessibility

Mobility	3
Not Equipped	44
Vision or Hearing Impairment	1

Part 3 - Qualification

Program	Qualification	Units	Percent
HTC	30	11	22.92%
HTC	60	14	29.17%
HTC	Market	22	45.83%
HTC	OI	1	02.08%

Part 4 - Additional Assistance

HUD Housing Choice Voucher (HCV), tenant-based2	4.17%
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Part 5 - Special Needs Unit Count

APPLICABLE FRACTION EXERCISE

Exercise: Applicable Fraction

Unit Status Report

EXERCISE: APPLICABLE FRACTION:

Review the USR and, assuming that the units are designated correctly, calculate the Applicable Fraction for each Building:

- 1 Bedroom: 683 square feet
- 2 Bedroom 800 square feet
- 3 Bedroom 980 square feet

WHAT YOU WILL NEED:

1. Unit Status Report

Building 1	Unit Evaluation	Square Footage Evaluation
Low-income Units		
Total Units		

What is the unit applicable fraction?

What is the square footage applicable fraction?

What is the applicable fraction for building 1?

Building 2	Unit Evaluation	Square Footage Evaluation
Low-income Units		
Total Units		

What is the unit applicable fraction?

What is the square footage applicable fraction?

What is the applicable fraction for building 2?

Building 3	Unit Evaluation	Square Footage Evaluation
Low-income Units		
Total Units		

What is the unit applicable fraction?

What is the square footage applicable fraction?

What is the applicable fraction for building 3?

Building 4	Unit Evaluation	Square Footage Evaluation
Low-income Units		

EXERCISE: APPLICABLE FRACTION:

Review the USR and, assuming that the units are designated correctly, calculate the Applicable Fraction for each Building:

- 1 Bedroom: 683 square feet
- 2 Bedroom 800 square feet
- 3 Bedroom 980 square feet

Total Units		
-------------	--	--

What is the unit applicable fraction?

What is the square footage applicable fraction?

What is the applicable fraction for building 4?

Building 5	Unit Evaluation	Square Footage Evaluation
Low-income Units		
Total Units		

What is the unit applicable fraction?

What is the square footage applicable fraction?

What is the applicable fraction for building 5?

Building 6	Unit Evaluation	Square Footage Evaluation
Low-income Units		
Total Units		

What is the unit applicable fraction?

What is the square footage applicable fraction?

What is the applicable fraction for building 6?

Building 7	Unit Evaluation	Square Footage Evaluation
Low-income Units		
Total Units		

What is the unit applicable fraction?

What is the square footage applicable fraction?

EXERCISE: APPLICABLE FRACTION:

Review the USR and, assuming that the units are designated correctly, calculate the Applicable Fraction for each Building:

1 Bedroom: 683 square feet
2 Bedroom 800 square feet
3 Bedroom 980 square feet

What is the applicable fraction for building 7?

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501201
(LIHTC Only)

Building #: 1

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
1	05/12/2016			47753	1119	95	0	3	05/12/2016	N	5	Income Rent HTC: 60	No
2	04/07/2016			20571	512	95	0	3	04/07/2016	N	3	Income Rent HTC: 30	No
3	06/15/2016			13500	451	74	0	2	06/15/2016	N	1	Income Rent HTC: 30	No
4	12/09/2016			35958	977	74	0	2	12/09/2016	N	2	Income Rent HTC: 60	No

BIN #: TX1501202
(LIHTC Only)

Building #: 2

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
5	03/03/2016			0	1200	0	0	2	03/03/2017	Y	3	Income Rent HTC: Mkt	No
6	06/16/2016			33114	977	74	0	2	06/16/2016	N	2	Income Rent HTC: 60	No
7	02/10/2016			0	850	0	0	1	02/10/2017	Y	1	Income Rent HTC: Mkt	No
8	07/15/2016		Smith	29571	822	54	0	1	07/15/2016	N	1	Income Rent HTC: 60	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501203
(LIHTC Only)

Building #: 3

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
10	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt	No
11	01/16/2016			0	1200	0	0	2	01/16/2017	Y	1	Income Rent HTC: Mkt	No
12	02/15/2016			61550	977	74	0	2	02/15/2017	Y	3	Income Rent HTC: OI HTC: 60	No
9	02/24/2017			0	850	0	0	1	02/24/2017	N	3	Income Rent HTC: Mkt	No

BIN #: TX1501204
(LIHTC Only)

Building #: 4

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
13	08/29/2016		Guidry	8165	25	74	728	2	08/29/2016	N	1	Income Rent HTC: 60 HTC: 60	No
14	08/23/2016			0	1200	0	0	2	08/23/2016	N	3	Income Rent HTC: Mkt HTC: Mkt	No
15	05/11/2016			18500	384	54	0	1	05/11/2016	N	2	Income Rent HTC: 30 HTC: 30	No
16	05/01/2016		Yancy	23157	822	54	0	1	05/01/2016	N	1	Income Rent HTC: 60 HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501205
(LIHTC Only)

Building #: 5

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
17	08/13/2016		Russell	10000	384	54	0	1	08/13/2016	N	1	Income Rent HTC: 30	No
18	02/16/2016			11004	102	54	523	1	02/16/2017	Y	1	Income Rent HTC: 60	No
19	02/16/2016			20916	977	74	0	2	02/16/2017	Y	1	Income Rent HTC: 60	No
20	04/28/2016			20185	451	74	0	2	04/28/2016	N	4	Income Rent HTC: 30	No
21	11/18/2016			28000	822	54	0	1	11/18/2016	N	1	Income Rent HTC: 60	No
22	07/22/2016			36923	1119	95	0	3	07/22/2016	N	3	Income Rent HTC: 60	No

BIN #: TX1501206
(LIHTC Only)

Building #: 6

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
23	02/16/2016			68573	1119	95	0	3	02/16/2017	Y	6	Income Rent HTC: 60	No
24	04/07/2016			19000	451	74	0	2	04/07/2016	N	2	Income Rent HTC: 30	No
25	08/17/2016			17511	451	74	0	2	08/17/2016	N	3	Income Rent HTC: 30	No
26	08/12/2016			0	1200	0	0	2	08/12/2016	N	2	Income Rent HTC: Mkt	No
27	10/15/2016			0	1200	0	0	2	10/15/2016	N	1	Income Rent HTC: Mkt	No
28	06/15/2016			0	850	0	0	1	06/15/2016	N	1	Income Rent HTC: Mkt	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
29	07/15/2016			15575	384	54	0	1	07/15/2016	N	1	Income Rent HTC: 30 HTC: 30	No
30	03/27/2016			0	850	0	0	1	03/27/2017	Y	1	Income Rent HTC: Mkt HTC: Mkt	No
31	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
32	03/06/2016			0	1200	0	0	2	03/06/2017	Y	3	Income Rent HTC: Mkt HTC: Mkt	No
33	02/29/2016			0	1200	0	0	2		Y	3	Income Rent HTC: Mkt HTC: Mkt	No
34	02/15/2017			22435	451	74	0	2	02/15/2017	N	4	Income Rent HTC: 30 HTC: 30	No
35	07/19/2016			0	1200	0	0	2	07/19/2016	N	2	Income Rent HTC: Mkt HTC: Mkt	No
36	04/18/2016			27936	822	54	0	1	04/18/2016	N	1	Income Rent HTC: 60 HTC: 60	No
37	04/24/2016			0	850	0	0	1	04/24/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
38	12/11/2016			12575	384	54	0	1	12/11/2016	N	1	Income Rent HTC: 30 HTC: 30	No
39	10/06/2016			0	850	0	0	1	10/06/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
40	04/14/2016			15000	451	74	0	2	04/14/2016	N	2	Income Rent HTC: 30 HTC: 30	No
41	08/21/2016			0	1200	0	0	2	08/21/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
42	06/02/2016			0	850	0	0	1	06/02/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
43	08/07/2016		DeLeon	24396	977	74	0	2	08/07/2016	N	1	Income Rent HTC: 60 HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
44	06/16/2016			0	1200	0	0	2	06/16/2016	N	2	Income Rent HTC: Mkt	No
45	06/01/2016			0	1200	0	0	2	06/01/2016	N	2	Income Rent HTC: Mkt	No
46	09/14/2016			28400	977	74	0	2	09/14/2016	N	1	Income Rent HTC: 60	No
47	04/10/2016			0	850	0	0	1	04/10/2016	N	1	Income Rent HTC: Mkt	No
48	10/10/2016			0	850	0	0	1	10/10/2016	N	1	Income Rent HTC: Mkt	No

Unit Status Report - Statistics Page
Part 1 - Demographics

Ethnicity

Race

Other

Part 2 - Accessibility

Mobility

Not Equipped

Vision or Hearing Impairment

3
 44
 1

Part 3 - Qualification

Program Qualification Units Percent

HTC	30	11	22.92%
HTC	60	14	29.17%
HTC	Market	22	45.83%
HTC	OI	1	02.08%

Part 4 - Additional Assistance

HUD Housing Choice Voucher (HCV), tenant-based2 4.17%

Part 5 - Special Needs Unit Count

CALCULATING CREDITS EXERCISE

Exercise: Calculating Credits

Qualified Basis= Eligible Basis x Applicable Fraction

Annual Credit Amount= Qualified Basis x 9%

Total Credit= Annual Credit x 10

Building 1	
Applicable Fraction	100%
Eligible Basis	500,000

Building 2	
Applicable Fraction	50%
Eligible Basis	375,000

Building 3	
Applicable Fraction	25%
Eligible Basis	375,000

Building 4	
Applicable Fraction	73.03%
Eligible Basis	375,000

Building 5	
Applicable Fraction	100%
Eligible Basis	675,000

Building 6	
Applicable Fraction	50%
Eligible Basis	725,000

Building 7	
Applicable Fraction	35%
Eligible Basis	950,000

OCCUPANCY REVIEW EXERCISE

Exercise: Occupancy Review

Utility Allowance Exercise with the correct utility allowance for each building

Unit Status Report

Income and Rent Limit printout

WHAT YOU WILL NEED:

1. Utility Allowance Exercise with the correct utility allowance for each building
2. Unit Status Report
3. Income and Rent Limit printout

The LURA requires that there are 26 units restricted at the 60% income and rent limits. In addition, 10 of these same units must be restricted at the 30% income and rent limits.

1. Are the units designated as low-income occupied by a household with an income \leq the 30% or 60% income limit for their household size?
2. Is the gross rent (tenant rent + utility allowance) \leq the 30% or 60% rent limit for the bedroom size?
3. Have the Additional 30% Rent & Occupancy Restrictions been met?

Only units that are designated at 30% or 60% are included in this table:

Unit	HH Size	HH Income	Unit Designation (30%/60%)	Income Limit	Income Qualified?	Tenant Rent	Correct UA	Gross Rent (tenant rent + utility allowance)	# Bdrms	Rent Limit	Rent Restricted?
1	5	47,753				1,119			3		
2	3	20,571				512			3		
3	1	13,500				451			2		
4	2	35,958				977			2		

Unit	HH Size	HH Income	Unit Designation (30%/60%)	Income Limit	Income Qualified?	Tenant Rent	Correct UA	Gross Rent (tenant rent + utility allowance)	# Bdrms	Rent Limit	Rent Restricted?
6	2	33,114				977			2		
8	1	29,571				822			1		
12	3	61,550				977			2		
13	1	8,165				25			2		
15	2	18,500				384			1		
16	1	23,157				822			1		
17	1	10,000				384			1		
18	1	11,004				102			1		
19	1	20,916				977			2		
20	4	20,185				451			2		
21	1	28,000				822			1		
22	3	36,923				1,119			3		
23	6	68,573				1,119			3		
24	2	19,000				451			2		
25	3	17,511				451			2		
29	1	15,575				384			1		
34	4	22,435				451			2		
36	1	27,936				822			1		

Unit	HH Size	HH Income	Unit Designation (30%/60%)	Income Limit	Income Qualified?	Tenant Rent	Correct UA	Gross Rent (tenant rent + utility allowance)	# Bdrms	Rent Limit	Rent Restricted?
38	1	12,575				384			1		
40	2	15,000				451			2		
43	1	24,396				977			2		
46	1	28,400				977			2		

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WHAT YOU WILL NEED:

1. Utility Allowance Questionnaire
2. City of Austin HOME information
3. City of Austin Housing Authority HCV Utility Allowance Schedules
4. Unit Status Report
5. HUD Job Aid for Configuring Buildings and Units

PART 1: WHAT IS THE CORRECT UTILITY ALLOWANCE FOR EACH BUILDING?

1. Building 1?
2. Building 2?
3. Building 3?
4. Building 4?
5. Building 5?
6. Building 6?
7. Building 7?

PART 2: CALCULATE THE UTILITY ALLOWANCE FOR A ONE BEDROOM, 2 BEDROOM, AND THREE BEDROOM UNIT FOR EACH METHOD:

Utility Allowance Method	1 Bedroom	2 Bedroom	3 Bedroom

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501201
(LIHTC Only)

Building #: 1

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
1	05/12/2016			47753	1119	95	0	3	05/12/2016	N	5	Income Rent HTC: 60	No
2	04/07/2016			20571	512	95	0	3	04/07/2016	N	3	Income Rent HTC: 30	No
3	06/15/2016			13500	451	74	0	2	06/15/2016	N	1	Income Rent HTC: 30	No
4	12/09/2016			35958	977	74	0	2	12/09/2016	N	2	Income Rent HTC: 60	No

BIN #: TX1501202
(LIHTC Only)

Building #: 2

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
5	03/03/2016			0	1200	0	0	2	03/03/2017	Y	3	Income Rent HTC: Mkt	No
6	06/16/2016			33114	977	74	0	2	06/16/2016	N	2	Income Rent HTC: 60	No
7	02/10/2016			0	850	0	0	1	02/10/2017	Y	1	Income Rent HTC: Mkt	No
8	07/15/2016		Smith	29571	822	54	0	1	07/15/2016	N	1	Income Rent HTC: 60	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501203
(LIHTC Only)

Building #: 3

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
10	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt	No
11	01/16/2016			0	1200	0	0	2	01/16/2017	Y	1	Income Rent HTC: Mkt	No
12	02/15/2016			61550	977	74	0	2	02/15/2017	Y	3	Income Rent HTC: OI HTC: 60	No
9	02/24/2017			0	850	0	0	1	02/24/2017	N	3	Income Rent HTC: Mkt	No

BIN #: TX1501204
(LIHTC Only)

Building #: 4

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
13	08/29/2016		Guidry	8165	25	74	728	2	08/29/2016	N	1	Income Rent HTC: 60	No
14	08/23/2016			0	1200	0	0	2	08/23/2016	N	3	Income Rent HTC: Mkt	No
15	05/11/2016			18500	384	54	0	1	05/11/2016	N	2	Income Rent HTC: 30	No
16	05/01/2016		Yancy	23157	822	54	0	1	05/01/2016	N	1	Income Rent HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501205
(LIHTC Only)

Building #: 5

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
17	08/13/2016		Russell	10000	384	54	0	1	08/13/2016	N	1	Income Rent HTC: 30 HTC: 30	No
18	02/16/2016			11004	102	54	523	1	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
19	02/16/2016			20916	977	74	0	2	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
20	04/28/2016			20185	451	74	0	2	04/28/2016	N	4	Income Rent HTC: 30 HTC: 30	No
21	11/18/2016			28000	822	54	0	1	11/18/2016	N	1	Income Rent HTC: 60 HTC: 60	No
22	07/22/2016			36923	1119	95	0	3	07/22/2016	N	3	Income Rent HTC: 60 HTC: 60	No

BIN #: TX1501206
(LIHTC Only)

Building #: 6

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
23	02/16/2016			68573	1119	95	0	3	02/16/2017	Y	6	Income Rent HTC: 60 HTC: 60	No
24	04/07/2016			19000	451	74	0	2	04/07/2016	N	2	Income Rent HTC: 30 HTC: 30	No
25	08/17/2016			17511	451	74	0	2	08/17/2016	N	3	Income Rent HTC: 30 HTC: 30	No
26	08/12/2016			0	1200	0	0	2	08/12/2016	N	2	Income Rent HTC: Mkt HTC: Mkt	No
27	10/15/2016			0	1200	0	0	2	10/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
28	06/15/2016			0	850	0	0	1	06/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
29	07/15/2016			15575	384	54		0	07/15/2016	N	1	Income Rent HTC: 30	No
30	03/27/2016			0	850	0		0	03/27/2017	Y	1	Income Rent HTC: Mkt	No
31	05/01/2016			0	850	0		0	05/01/2016	N	1	Income Rent HTC: Mkt	No
32	03/06/2016			0	1200	0		0	03/06/2017	Y	3	Income Rent HTC: Mkt	No
33	02/29/2016			0	1200	0		0		Y	3	Income Rent HTC: Mkt	No
34	02/15/2017			22435	451	74		0	02/15/2017	N	4	Income Rent HTC: 30	No
35	07/19/2016			0	1200	0		0	07/19/2016	N	2	Income Rent HTC: Mkt	No
36	04/18/2016			27936	822	54		0	04/18/2016	N	1	Income Rent HTC: 60	No
37	04/24/2016			0	850	0		0	04/24/2016	N	1	Income Rent HTC: Mkt	No
38	12/11/2016			12575	384	54		0	12/11/2016	N	1	Income Rent HTC: 30	No
39	10/06/2016			0	850	0		0	10/06/2016	N	1	Income Rent HTC: Mkt	No
40	04/14/2016			15000	451	74		0	04/14/2016	N	2	Income Rent HTC: 30	No
41	08/21/2016			0	1200	0		0	08/21/2016	N	1	Income Rent HTC: Mkt	No
42	06/02/2016			0	850	0		0	06/02/2016	N	1	Income Rent HTC: Mkt	No
43	08/07/2016		DeLeon	24396	977	74		0	08/07/2016	N	1	Income Rent HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
44	06/16/2016			0	1200	0	0	2	06/16/2016	N	2	Income Rent HTC: Mkt	No
45	06/01/2016			0	1200	0	0	2	06/01/2016	N	2	Income Rent HTC: Mkt	No
46	09/14/2016			28400	977	74	0	2	09/14/2016	N	1	Income Rent HTC: 60	No
47	04/10/2016			0	850	0	0	1	04/10/2016	N	1	Income Rent HTC: Mkt	No
48	10/10/2016			0	850	0	0	1	10/10/2016	N	1	Income Rent HTC: Mkt	No

Unit Status Report - Statistics Page
Part 1 - Demographics

Ethnicity

Race

Other

Part 2 - Accessibility

Mobility	3
Not Equipped	44
Vision or Hearing Impairment	1

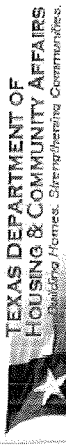
Part 3 - Qualification

Program	Qualification	Units	Percent
HTC	30	11	22.92%
HTC	60	14	29.17%
HTC	Market	22	45.83%
HTC	OI	1	02.08%

Part 4 - Additional Assistance

HUD Housing Choice Voucher (HCV), tenant-based 4.17%

Part 5 - Special Needs Unit Count



Texas Department of Housing and Community Affairs

Rent and Income Limits¹ (As of 6/15/2016)

Project: Pandora Springs

Instructions:

- (1) Choose the county in which your project is located.
- (2) If your project is located within the boundaries of one of the designated places listed in the drop down menu then make the appropriate selection. If the location is not listed, then choose the "Not Listed" option.
- (3) Please select the financing applicable for your project. Units financed with HOME, NSP, or tax exempt bonds and 4% tax credits are not eligible to use the National Non-Metro limits.
- (4) Choose the date the first building in the project (as defined on line 8b of the 8609) was placed in service or for Housing Trust Fund, the date of your LURA. For HOME or NSP, select "N/A."
- (5) Select the date based on the execution date of your property's Carryover Agreement, Determination Notice, Subaward Agreement Date. For Housing Trust Fund, select the date of your LURA. For HOME or NSP select "N/A." See footnote 3 for more details.

PLEASE COMPLETE ALL FIELDS.

(1) County: Travis **2016 Area Median Income:** \$77,800

AMFI %	Number of Household Members							
	1	2	3	4	5	6	7	8
30	\$ 16,350	\$ 18,690	\$ 21,030	\$ 23,340	\$ 25,230	\$ 27,090	\$ 28,950	\$ 30,810
40	\$ 21,800	\$ 24,920	\$ 28,040	\$ 31,120	\$ 33,640	\$ 36,120	\$ 38,600	\$ 41,080
50	\$ 27,250	\$ 31,150	\$ 35,050	\$ 38,900	\$ 42,050	\$ 45,150	\$ 48,250	\$ 51,350
60	\$ 32,700	\$ 37,380	\$ 42,060	\$ 46,680	\$ 50,460	\$ 54,180	\$ 57,900	\$ 61,620
80	\$ 43,600	\$ 49,840	\$ 56,080	\$ 62,240	\$ 67,280	\$ 72,240	\$ 77,200	\$ 82,160
120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

(2) Place:² Austin

(3) Financing: 9% Housing Tax Credits

(4) Project PIS Date: 4/21/2015 - 3/27/2016

(5) Carryover / Determination Notice / Subaward Agreement Date: 3/6/2015 - 4/20/2015

RENT LIMITS

AMFI %	Number of Bedrooms					
	0	1	2	3	4	5
30	\$408	\$438	\$525	\$607	\$677	\$747
40	\$545	\$584	\$701	\$809	\$903	\$996
50	\$681	\$730	\$876	\$1,011	\$1,128	\$1,245
60	\$817	\$876	\$1,051	\$1,214	\$1,354	\$1,494
65						
80	\$1,090	\$1,168	\$1,402	\$1,619	\$1,806	\$1,992

1. This information is being provided to assist in the determining the rents and incomes applicable given a set of assumptions you select. You are encouraged to independently verify the results or contact the Department if you have concerns.

2. The "Place" field is used to determine whether the property is eligible to use the National Non-Metropolitan Median Income limits. Not all Places or Cities in Texas are shown. If you are located outside of the boundaries of a designated Place then select "Not Listed" even if your mailing address reflects the Place name.

3. The "Carryover / Determination Notice / Subaward Agreement Date" field is used to determine whether the property's gross rent floor is based upon a different set of income limits than those used to qualify tenants. For a effective 6/6/2016 and rent limits that are effective for all new leases and lease renewals after 6/6/2016.

4. The 2016 Housing Tax Credit income limits are effective 3/28/2016. The 2015 NSP income limits are effective 3/2015. The Community Planning Division (CPD) of HUD released the 2016 HOME Program income limits effective 6/6/2016 and rent limits that are effective for all new leases and lease renewals after 6/6/2016.

5. For Housing Tax Credit project(s) that place in service or execute a Carryover Agreement within 45 days after HUD releases the MTSP income limits where the newly released limits reflect a decrease, IRS Revenue Ruling 94-57 allows the owner to rely on either limit.

MINIMUM SET ASIDE SECOND EXERCISE

Exercise: Minimum Set Aside

Form 8609 for each building and required
attachments/statements

Unit Status Report

WHAT YOU WILL NEED:

1. Form 8609 for each Building
2. Any required attachments/statements
3. Unit Status Report

Now that Form 8609 has been issued for each BIN, how many Projects are there?

For each Project, identify the following:

1. What buildings are in each Project?

PROJ 1 145
PROJ 2 2, 3, 4, 6, 7

2. How many total units in the Project?

1 = 10
2 = 38

3. What is the minimum set-aside?

BOTH 40-60 1 4 UNITS
2 16 UNITS

4. How many low-income units in the Project?

1 = 10
~~2 = 16~~ 2 = 16 (BUT 2 IS OI, SO NARU IS VIOLATED)

5. Has the minimum set-aside been met?

YES

6. What is the 1st Year of the Credit Period for the Project?

2016

Low-Income Housing Credit Allocation and Certification

▶ Information about Form 8609 and its separate instructions is at www.irs.gov/form8609.

Part I Allocation of Credit

Check if: Addition to Qualified Basis Amended Form

A Address of building (do not use P.O. box) (see instructions) Pandora Springs Apartments 1501 Circle S Austin, TX 78711 15129 Total Buildings 7 1 of 7	B Name and address of housing credit agency TDHCA 221 East 11th Street Austin, TX 78711 - 3941
C Name, address, and TIN of building owner receiving allocation Pandora Springs Ltd 10583 IH 49 Burnet, Texas 78611 TIN ▶ 91-1893333	D Employer identification number of agency 74-261052 E Building identification number (BIN) TX-15-01201

1a Date of allocation ▶ 4/1/2015	b Maximum housing credit dollar amount allowable	1b	45,000
2 Maximum applicable credit percentage allowable (see instructions)		2	9.00 %
3a Maximum qualified basis		3a	450,000
b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of section 42(d)(5)(B). Enter the percentage to which the eligible basis was increased (see instructions)		3b	1 0 0 %
4 Percentage of the aggregate basis financed by tax-exempt bonds. (If zero, enter -0-.)		4	0.00 %
5 Date building placed in service ▶ 1/15/2016			
6 Check the boxes that describe the allocation for the building (check those that apply):			
a <input type="checkbox"/> Newly constructed and federally subsidized b <input checked="" type="checkbox"/> Newly constructed and not federally subsidized c <input type="checkbox"/> Existing building			
d <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures federally subsidized e <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures not federally subsidized			
f <input checked="" type="checkbox"/> Allocation subject to nonprofit set-aside under sec. 42(h)(5)			

Signature of Authorized Housing Credit Agency Official—Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

John Smith
Date

Signature of authorized official
Name (please type or print)

Part II First-Year Certification—Completed by Building Owners with respect to the First Year of the Credit Period

7 Eligible basis of building (see instructions)	7		500,000
8a Original qualified basis of the building at close of first year of credit period	8a		450,000
b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under section 42(i)(2)(B)?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low-income units under section 42(d)(3)(B)? ▶		<input type="checkbox"/> Yes <input type="checkbox"/> No	
10 Check the appropriate box for each election.			
Caution: Once made, the following elections are irrevocable.			
a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1)) ▶		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
b Elect not to treat large partnership as taxpayer (section 42(j)(5)) ▶		<input checked="" type="checkbox"/> Yes	
c Elect minimum set-aside requirement (section 42(g)) (see instructions) <input type="checkbox"/> 20-50 <input checked="" type="checkbox"/> 40-60		<input type="checkbox"/> 25-60 (N.Y.C. only)	
d Elect deep rent skewed project (section 142(d)(4)(B)) (see instructions)		<input type="checkbox"/> 15-40	

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

91-1893333
Date

Signature
Taxpayer identification number

Sam Morgan
2017

Name (please type or print)
First year of the credit period

Pandora Springs, Ltd.
Federal ID # 91-1893333

New Construction:

BIN #	Addresses		Maximum Credit Allowable
TX-15-02101	1501 Circle S	Austin, TX 78611	\$ 45,000.00
TX-15-02105	1501 Circle S	Austin, TX 78611	\$ 60,750.00
Total Credit for Project			\$ 105,750.00

Low-Income Housing Credit Allocation and Certification

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Part I Allocation of Credit

Check if: Addition to Qualified Basis Amended Form

A Address of building (do not use P.O. box) (see instructions) Pandora Springs Apartments 1501 Circle S Austin, TX 78711 15129 Total Buildings 7 5 of 7	B Name and address of housing credit agency TDHCA 221 East 11th Street Austin, TX 78711 - 3941
C Name, address, and TIN of building owner receiving allocation Pandora Springs Ltd 10583 IH 49 Burnet, Texas 78611 TIN ▶ 91-1893333	D Employer identification number of agency 74-261052 E Building identification number (BIN) TX-15-01205

1a Date of allocation ▶ 4/1/2015	b Maximum housing credit dollar amount allowable	1b	60,750
2 Maximum applicable credit percentage allowable (see instructions)		2	9.00 %
3a Maximum qualified basis		3a	675,000
b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of section 42(d)(5)(B). Enter the percentage to which the eligible basis was increased (see instructions)		3b	1 0 0 %
4 Percentage of the aggregate basis financed by tax-exempt bonds. (If zero, enter -0-.)		4	0.00 %
5 Date building placed in service ▶ 2/1/2016			
6 Check the boxes that describe the allocation for the building (check those that apply):			
a <input type="checkbox"/> Newly constructed and federally subsidized	b <input checked="" type="checkbox"/> Newly constructed and not federally subsidized	c <input type="checkbox"/> Existing building	
d <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures federally subsidized	e <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures not federally subsidized		
f <input checked="" type="checkbox"/> Allocation subject to nonprofit set-aside under sec. 42(h)(5)			

Signature of Authorized Housing Credit Agency Official—Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

Signature of authorized official	John Smith Name (please type or print)	Date
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Part II First-Year Certification—Completed by Building Owners with respect to the First Year of the Credit Period

7 Eligible basis of building (see instructions)	7	675,000
8a Original qualified basis of the building at close of first year of credit period	8a	675,000
b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under section 42(i)(2)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low-income units under section 42(d)(3)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10 Check the appropriate box for each election.		
Caution: Once made, the following elections are irrevocable.		
a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1))	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
b Elect not to treat large partnership as taxpayer (section 42(j)(5))	<input checked="" type="checkbox"/> Yes	
c Elect minimum set-aside requirement (section 42(g)) (see instructions) <input type="checkbox"/> 20-50 <input checked="" type="checkbox"/> 40-60	<input type="checkbox"/> 25-60 (N.Y.C. only)	
d Elect deep rent skewed project (section 142(d)(4)(B)) (see instructions)	<input type="checkbox"/> 15-40	

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

Signature	91-1893333 Taxpayer identification number	Date
Sam Morgan Name (please type or print)	2017 First year of the credit period	

Pandora Springs, Ltd.
Federal ID # 91-1893333

New Construction:

BIN #	Addresses		Maximum Credit Allowable
TX-15-02101	1501 Circle S	Austin, TX 78611	\$ 45,000.00
TX-15-02105	1501 Circle S	Austin, TX 78611	\$ 60,750.00
Total Credit for Project			\$ 105,750.00

Low-Income Housing Credit Allocation and Certification

▶ Information about Form 8609 and its separate instructions is at www.irs.gov/form8609.

Part I Allocation of Credit

Check if: Addition to Qualified Basis Amended Form

A Address of building (do not use P.O. box) (see instructions) Pandora Springs Apartments 1501 Circle S Austin, TX 78711 15129 Total Buildings 7 2 of 7	B Name and address of housing credit agency TDHCA 221 East 11th Street Austin, TX 78711 - 3941
C Name, address, and TIN of building owner receiving allocation Pandora Springs Ltd 10583 IH 49 Burnet, Texas 78611 TIN ▶ 91-1893333	D Employer identification number of agency 74-261052 E Building identification number (BIN) TX-15-01202

1a Date of allocation ▶ 4/1/2015	b Maximum housing credit dollar amount allowable	1b	16,875
2 Maximum applicable credit percentage allowable (see instructions)		2	9.00 %
3a Maximum qualified basis		3a	187,500
b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of section 42(d)(5)(B). Enter the percentage to which the eligible basis was increased (see instructions)		3b	1 <u>0</u> <u>0</u> %
4 Percentage of the aggregate basis financed by tax-exempt bonds. (If zero, enter -0-.)		4	0.00 %
5 Date building placed in service ▶ 1/15/2016			
6 Check the boxes that describe the allocation for the building (check those that apply):			
a <input type="checkbox"/> Newly constructed and federally subsidized b <input checked="" type="checkbox"/> Newly constructed and not federally subsidized c <input type="checkbox"/> Existing building			
d <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures federally subsidized e <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures not federally subsidized			
f <input checked="" type="checkbox"/> Allocation subject to nonprofit set-aside under sec. 42(h)(5)			

Signature of Authorized Housing Credit Agency Official—Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

Signature of authorized official	John Smith Name (please type or print)	Date
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Part II First-Year Certification—Completed by Building Owners with respect to the First Year of the Credit Period

7 Eligible basis of building (see instructions)	7	375,000
8a Original qualified basis of the building at close of first year of credit period	8a	187,500
b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under section 42(i)(2)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low-income units under section 42(d)(3)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10 Check the appropriate box for each election.		
Caution: Once made, the following elections are irrevocable.		
a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1))	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b Elect not to treat large partnership as taxpayer (section 42(j)(5))	<input checked="" type="checkbox"/> Yes	
c Elect minimum set-aside requirement (section 42(g)) (see instructions) <input type="checkbox"/> 20-50 <input checked="" type="checkbox"/> 40-60	<input type="checkbox"/> 25-60 (N.Y.C. only)	
d Elect deep rent skewed project (section 142(d)(4)(B)) (see instructions)	<input type="checkbox"/> 15-40	

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

Signature	91-1893333 Taxpayer identification number	Date
Sam Morgan Name (please type or print)	2016 First year of the credit period	

Pandora Springs, Ltd.
Federal ID # 91-1893333

New Construction:

BIN #	Addresses		Maximum Credit Allowable
TX-15-02102	1501 Circle S	Austin, TX 78611	\$ 16,875.00
TX-15-02103	1501 Circle S	Austin, TX 78611	\$ 8,437.50
TX-15-02104	1501 Circle S	Austin, TX 78611	\$ 24,647.63
TX-15-02106	1501 Circle S	Austin, TX 78611	\$ 31,770.23
TX-15-02107	1501 Circle S	Austin, TX 78611	\$ 29,925.00
Total Credit for Project			\$ 111,655.35

Low-Income Housing Credit Allocation and Certification

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Part I Allocation of Credit

Check if: Addition to Qualified Basis Amended Form

A Address of building (do not use P.O. box) (see instructions) Pandora Springs Apartments 1501 Circle S Austin, TX 78711 15129	B Name and address of housing credit agency TDHCA 221 East 11th Street Austin, TX 78711 - 3941
C Name, address, and TIN of building owner receiving allocation Pandora Springs Ltd 10583 IH 49 Burnet, Texas 78611 TIN ▶ 91-1893333	D Employer identification number of agency 74-261052 E Building identification number (BIN) TX-15-01203

1a Date of allocation ▶ 4/1/2015	b Maximum housing credit dollar amount allowable	1b	8,437.50
2 Maximum applicable credit percentage allowable (see instructions)		2	9.00 %
3a Maximum qualified basis		3a	93,750
b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of section 42(d)(5)(B). Enter the percentage to which the eligible basis was increased (see instructions)		3b	1 <u>0</u> <u>0</u> %
4 Percentage of the aggregate basis financed by tax-exempt bonds. (If zero, enter -0-.)		4	0.00 %
5 Date building placed in service ▶ 1/15/2016			
6 Check the boxes that describe the allocation for the building (check those that apply):			
a <input type="checkbox"/> Newly constructed and federally subsidized	b <input checked="" type="checkbox"/> Newly constructed and not federally subsidized	c <input type="checkbox"/> Existing building	
d <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures federally subsidized	e <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures not federally subsidized		
f <input checked="" type="checkbox"/> Allocation subject to nonprofit set-aside under sec. 42(h)(5)			

Signature of Authorized Housing Credit Agency Official—Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

John Smith
Date

Signature of authorized official Name (please type or print)

Part II First-Year Certification—Completed by Building Owners with respect to the First Year of the Credit Period

7 Eligible basis of building (see instructions)	7		375,000
8a Original qualified basis of the building at close of first year of credit period	8a		93,750
b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under section 42(i)(2)(B)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low-income units under section 42(d)(3)(B)? ▶	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
10 Check the appropriate box for each election.			
Caution: Once made, the following elections are irrevocable.			
a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1)) ▶	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
b Elect not to treat large partnership as taxpayer (section 42(j)(5)) ▶	<input checked="" type="checkbox"/> Yes		
c Elect minimum set-aside requirement (section 42(g)) (see instructions) <input type="checkbox"/> 20-50 <input checked="" type="checkbox"/> 40-60	<input type="checkbox"/> 25-60 (N.Y.C. only)		
d Elect deep rent skewed project (section 142(d)(4)(B)) (see instructions)	<input type="checkbox"/> 15-40		

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

91-1893333
Date

Signature Taxpayer identification number

Sam Morgan
 2016

Name (please type or print) First year of the credit period

Pandora Springs, Ltd.
Federal ID # 91-1893333

New Construction:

BIN #	Addresses		Maximum Credit Allowable
TX-15-02102	1501 Circle S	Austin, TX 78611	\$ 16,875.00
TX-15-02103	1501 Circle S	Austin, TX 78611	\$ 8,437.50
TX-15-02104	1501 Circle S	Austin, TX 78611	\$ 24,647.63
TX-15-02106	1501 Circle S	Austin, TX 78611	\$ 31,770.23
TX-15-02107	1501 Circle S	Austin, TX 78611	\$ 29,925.00
Total Credit for Project			\$ 111,655.35

Low-Income Housing Credit Allocation and Certification

▶ Information about Form 8609 and its separate instructions is at www.irs.gov/form8609.

Part I Allocation of Credit

Check if: Addition to Qualified Basis Amended Form

A Address of building (do not use P.O. box) (see instructions) Pandora Springs Apartments 1501 Circle S Austin, TX 78711 15129 Total Buildings 7 4 of 7	B Name and address of housing credit agency TDHCA 221 East 11th Street Austin, TX 78711 - 3941
C Name, address, and TIN of building owner receiving allocation Pandora Springs Ltd 10583 IH 49 Burnet, Texas 78611 TIN ▶ 91-1893333	D Employer identification number of agency 74-261052 E Building identification number (BIN) TX-15-01204

1a Date of allocation ▶ 4/1/2015	b Maximum housing credit dollar amount allowable	1b	24,647.63
2 Maximum applicable credit percentage allowable (see instructions)		2	9.00 %
3a Maximum qualified basis		3a	273,862.50
b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of section 42(d)(5)(B). Enter the percentage to which the eligible basis was increased (see instructions)		3b	1 0 0 %
4 Percentage of the aggregate basis financed by tax-exempt bonds. (If zero, enter -0-.)		4	0.00 %
5 Date building placed in service ▶ 1/15/2016			
6 Check the boxes that describe the allocation for the building (check those that apply):			
a <input type="checkbox"/> Newly constructed and federally subsidized		b <input checked="" type="checkbox"/> Newly constructed and not federally subsidized	
c <input type="checkbox"/> Existing building			
d <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures federally subsidized		e <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures not federally subsidized	
f <input checked="" type="checkbox"/> Allocation subject to nonprofit set-aside under sec. 42(h)(5)			

Signature of Authorized Housing Credit Agency Official—Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

Signature of authorized official	John Smith Name (please type or print)	Date
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Part II First-Year Certification—Completed by Building Owners with respect to the First Year of the Credit Period

7 Eligible basis of building (see instructions)	7	375,000
8a Original qualified basis of the building at close of first year of credit period	8a	273,862.50
b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under section 42(i)(2)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low-income units under section 42(d)(3)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10 Check the appropriate box for each election.		
Caution: Once made, the following elections are irrevocable.		
a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1))	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b Elect not to treat large partnership as taxpayer (section 42(j)(5))	<input checked="" type="checkbox"/> Yes	
c Elect minimum set-aside requirement (section 42(g)) (see instructions) <input type="checkbox"/> 20-50 <input checked="" type="checkbox"/> 40-60	<input type="checkbox"/> 25-60 (N.Y.C. only)	
d Elect deep rent skewed project (section 142(d)(4)(B)) (see instructions)	<input type="checkbox"/> 15-40	

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

Signature	91-1893333 Taxpayer identification number	Date
Sam Morgan Name (please type or print)	2016 First year of the credit period	

Pandora Springs, Ltd.
Federal ID # 91-1893333

New Construction:

BIN #	Addresses		Maximum Credit Allowable
TX-15-02102	1501 Circle S	Austin, TX 78611	\$ 16,875.00
TX-15-02103	1501 Circle S	Austin, TX 78611	\$ 8,437.50
TX-15-02104	1501 Circle S	Austin, TX 78611	\$ 24,647.63
TX-15-02106	1501 Circle S	Austin, TX 78611	\$ 31,770.23
TX-15-02107	1501 Circle S	Austin, TX 78611	\$ 29,925.00
Total Credit for Project			\$ 111,655.35

Low-Income Housing Credit Allocation and Certification

▶ Information about Form 8609 and its separate instructions is at www.irs.gov/form8609.

Part I Allocation of Credit

Check if: Addition to Qualified Basis Amended Form

A Address of building (do not use P.O. box) (see instructions) Pandora Springs Apartments 1501 Circle S Austin, TX 78711 15129 Total Buildings 7 6 of 7	B Name and address of housing credit agency TDHCA 221 East 11th Street Austin, TX 78711 - 3941
C Name, address, and TIN of building owner receiving allocation Pandora Springs Ltd 10583 IH 49 Burnet, Texas 78611 TIN ▶ 91-1893333	D Employer identification number of agency 74-261052 E Building identification number (BIN) TX-15-01206

1a Date of allocation ▶ 4/1/2015	b Maximum housing credit dollar amount allowable	1b	32,625.00
2 Maximum applicable credit percentage allowable (see instructions)		2	9.00 %
3a Maximum qualified basis		3a	362,500.00
b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of section 42(d)(5)(B). Enter the percentage to which the eligible basis was increased (see instructions)		3b	1 0 0 %
4 Percentage of the aggregate basis financed by tax-exempt bonds. (If zero, enter -0-.)		4	0.00 %
5 Date building placed in service ▶ 2/1/2016			
6 Check the boxes that describe the allocation for the building (check those that apply):			
a <input type="checkbox"/> Newly constructed and federally subsidized b <input checked="" type="checkbox"/> Newly constructed and not federally subsidized c <input type="checkbox"/> Existing building			
d <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures federally subsidized e <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures not federally subsidized			
f <input checked="" type="checkbox"/> Allocation subject to nonprofit set-aside under sec. 42(h)(5)			

Signature of Authorized Housing Credit Agency Official—Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

 Signature of authorized official	John Smith Name (please type or print)	Date
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Part II First-Year Certification—Completed by Building Owners with respect to the First Year of the Credit Period

7 Eligible basis of building (see instructions)	7	725,000
8a Original qualified basis of the building at close of first year of credit period	8a	362,500.00
b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under section 42(i)(2)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low-income units under section 42(d)(3)(B)? ▶	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10 Check the appropriate box for each election.		
Caution: Once made, the following elections are irrevocable.		
a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1)) ▶	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b Elect not to treat large partnership as taxpayer (section 42(j)(5)) ▶	<input checked="" type="checkbox"/> Yes	
c Elect minimum set-aside requirement (section 42(g)) (see instructions) <input type="checkbox"/> 20-50 <input checked="" type="checkbox"/> 40-60	<input type="checkbox"/> 25-60 (N.Y.C. only)	
d Elect deep rent skewed project (section 142(d)(4)(B)) (see instructions)	<input type="checkbox"/> 15-40	

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

 Signature	91-1893333 Taxpayer identification number	Date
Sam Morgan Name (please type or print)	2016 First year of the credit period	

Pandora Springs, Ltd.
Federal ID # 91-1893333

New Construction:

BIN #	Addresses		Maximum Credit Allowable
TX-15-02102	1501 Circle S	Austin, TX 78611	\$ 16,875.00
TX-15-02103	1501 Circle S	Austin, TX 78611	\$ 8,437.50
TX-15-02104	1501 Circle S	Austin, TX 78611	\$ 24,647.63
TX-15-02106	1501 Circle S	Austin, TX 78611	\$ 31,770.23
TX-15-02107	1501 Circle S	Austin, TX 78611	\$ 29,925.00
Total Credit for Project			\$ 111,655.35

Low-Income Housing Credit Allocation and Certification

▶ Information about Form 8609 and its separate instructions is at www.irs.gov/form8609.

Part I Allocation of Credit

Check if: Addition to Qualified Basis Amended Form

A Address of building (do not use P.O. box) (see instructions) Pandora Springs Apartments 1501 Circle S Austin, TX 78711 15129 Total Buildings 7 7 of 7	B Name and address of housing credit agency TDHCA 221 East 11th Street Austin, TX 78711 - 3941
C Name, address, and TIN of building owner receiving allocation Pandora Springs Ltd 10583 IH 49 Burnet, Texas 78611 TIN ▶ 91-1893333	D Employer identification number of agency 74-261052 E Building identification number (BIN) TX-15-01207

1a Date of allocation ▶ 4/1/2015	b Maximum housing credit dollar amount allowable	1b	29,925
2 Maximum applicable credit percentage allowable (see instructions)		2	9.00 %
3a Maximum qualified basis		3a	332,500
b Check here <input type="checkbox"/> if the eligible basis used in the computation of line 3a was increased under the high-cost area provisions of section 42(d)(5)(B). Enter the percentage to which the eligible basis was increased (see instructions)		3b	1 0 0 %
4 Percentage of the aggregate basis financed by tax-exempt bonds. (If zero, enter -0-.)		4	0.00 %
5 Date building placed in service ▶ 03/15/2016			
6 Check the boxes that describe the allocation for the building (check those that apply):			
a <input type="checkbox"/> Newly constructed and federally subsidized b <input checked="" type="checkbox"/> Newly constructed and not federally subsidized c <input type="checkbox"/> Existing building			
d <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures federally subsidized e <input type="checkbox"/> Sec. 42(e) rehabilitation expenditures not federally subsidized			
f <input checked="" type="checkbox"/> Allocation subject to nonprofit set-aside under sec. 42(h)(5)			

Signature of Authorized Housing Credit Agency Official—Completed by Housing Credit Agency Only

Under penalties of perjury, I declare that the allocation made is in compliance with the requirements of section 42 of the Internal Revenue Code, and that I have examined this form and to the best of my knowledge and belief, the information is true, correct, and complete.

John Smith
Date
 Signature of authorized official Name (please type or print)

Part II First-Year Certification—Completed by Building Owners with respect to the First Year of the Credit Period

7 Eligible basis of building (see instructions)	7	950,000
8a Original qualified basis of the building at close of first year of credit period	8a	332,500
b Are you treating this building as part of a multiple building project for purposes of section 42 (see instructions)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
9a If box 6a or box 6d is checked, do you elect to reduce eligible basis under section 42(i)(2)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
b For market-rate units above the average quality standards of low-income units in the building, do you elect to reduce eligible basis by disproportionate costs of non-low-income units under section 42(d)(3)(B)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10 Check the appropriate box for each election.		
Caution: Once made, the following elections are irrevocable.		
a Elect to begin credit period the first year after the building is placed in service (section 42(f)(1)) ▶	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b Elect not to treat large partnership as taxpayer (section 42(j)(5)) ▶	<input checked="" type="checkbox"/> Yes	
c Elect minimum set-aside requirement (section 42(g)) (see instructions) <input type="checkbox"/> 20-50 <input checked="" type="checkbox"/> 40-60	<input type="checkbox"/> 25-60 (N.Y.C. only)	
d Elect deep rent skewed project (section 142(d)(4)(B)) (see instructions)	<input type="checkbox"/> 15-40	

Under penalties of perjury, I declare that I have examined this form and accompanying attachments, and to the best of my knowledge and belief, they are true, correct, and complete.

91-1893333
Date
 Signature Taxpayer identification number

Sam Morgan 2016
 Name (please type or print) First year of the credit period

Pandora Springs, Ltd.
Federal ID # 91-1893333

New Construction:

BIN #	Addresses		Maximum Credit Allowable
TX-15-02102	1501 Circle S	Austin, TX 78611	\$ 16,875.00
TX-15-02103	1501 Circle S	Austin, TX 78611	\$ 8,437.50
TX-15-02104	1501 Circle S	Austin, TX 78611	\$ 24,647.63
TX-15-02106	1501 Circle S	Austin, TX 78611	\$ 31,770.23
TX-15-02107	1501 Circle S	Austin, TX 78611	\$ 29,925.00
Total Credit for Project			\$ 111,655.35

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501201
(LIHTC Only)

Building #: 1

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
1	05/12/2016			47753	1119	95	0	3	05/12/2016	N	5	Income Rent HTC: 60 HTC: 60	No
2	04/07/2016			20571	512	95	0	3	04/07/2016	N	3	Income Rent HTC: 30 HTC: 30	No
3	06/15/2016			13500	451	74	0	2	06/15/2016	N	1	Income Rent HTC: 30 HTC: 30	No
4	12/09/2016			35958	977	74	0	2	12/09/2016	N	2	Income Rent HTC: 60 HTC: 60	No

BIN #: TX1501202
(LIHTC Only)

Building #: 2

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
5	03/03/2016			0	1200	0	0	2	03/03/2017	Y	3	Income Rent HTC: Mkt HTC: Mkt	No
6	06/16/2016			33114	977	74	0	2	06/16/2016	N	2	Income Rent HTC: 60 HTC: 60	No
7	02/10/2016			0	850	0	0	1	02/10/2017	Y	1	Income Rent HTC: Mkt HTC: Mkt	No
8	07/15/2016		Smith	29571	822	54	0	1	07/15/2016	N	1	Income Rent HTC: 60 HTC: 60	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501203
(LIHTC Only)

Building #: 3

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
10	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt	No
11	01/16/2016			0	1200	0	0	2	01/16/2017	Y	1	Income Rent HTC: Mkt	No
12	02/15/2016			61550	977	74	0	2	02/15/2017	Y	3	Income Rent HTC: OI HTC: 60	No
9	02/24/2017			0	850	0	0	1	02/24/2017	N	3	Income Rent HTC: Mkt	No

BIN #: TX1501204
(LIHTC Only)

Building #: 4

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
13	08/29/2016		Guidry	8165	25	74	728	2	08/29/2016	N	1	Income Rent HTC: 60	No
14	08/23/2016			0	1200	0	0	2	08/23/2016	N	3	Income Rent HTC: Mkt	No
15	05/11/2016			18500	384	54	0	1	05/11/2016	N	2	Income Rent HTC: 30 HTC: 30	No
16	05/01/2016		Yancy	23157	822	54	0	1	05/01/2016	N	1	Income Rent HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501205
(LIHTC Only)

Building #: 5

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
17	08/13/2016		Russell	10000	384	54	0	1	08/13/2016	N	1	Income Rent HTC: 30 HTC: 30	No
18	02/16/2016			11004	102	54	523	1	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
19	02/16/2016			20916	977	74	0	2	02/16/2017	Y	1	Income Rent HTC: 60 HTC: 60	No
20	04/28/2016			20185	451	74	0	2	04/28/2016	N	4	Income Rent HTC: 30 HTC: 30	No
21	11/18/2016			28000	822	54	0	1	11/18/2016	N	1	Income Rent HTC: 60 HTC: 60	No
22	07/22/2016			36923	1119	95	0	3	07/22/2016	N	3	Income Rent HTC: 60 HTC: 60	No

BIN #: TX1501206
(LIHTC Only)

Building #: 6

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT	# BR	TIC DATE	RE CERT	HH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
23	02/16/2016			68573	1119	95	0	3	02/16/2017	Y	6	Income Rent HTC: 60 HTC: 60	No
24	04/07/2016			19000	451	74	0	2	04/07/2016	N	2	Income Rent HTC: 30 HTC: 30	No
25	08/17/2016			17511	451	74	0	2	08/17/2016	N	3	Income Rent HTC: 30 HTC: 30	No
26	08/12/2016			0	1200	0	0	2	08/12/2016	N	2	Income Rent HTC: Mkt HTC: Mkt	No
27	10/15/2016			0	1200	0	0	2	10/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
225	06/15/2016			0	850	0	0	1	06/15/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No

COMPLIANCE REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(L/HTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR	TIC DATE	RE CERT	BH SIZE	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
29	07/15/2016			15575	384	54	0	1	07/15/2016	N	1	Income Rent HTC: 30 HTC: 30	No
30	03/27/2016			0	850	0	0	1	03/27/2017	Y	1	Income Rent HTC: Mkt HTC: Mkt	No
31	05/01/2016			0	850	0	0	1	05/01/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
32	03/06/2016			0	1200	0	0	2	03/06/2017	Y	3	Income Rent HTC: Mkt HTC: Mkt	No
33	02/29/2016			0	1200	0	0	2		Y	3	Income Rent HTC: Mkt HTC: Mkt	No
34	02/15/2017			22435	451	74	0	2	02/15/2017	N	4	Income Rent HTC: 30 HTC: 30	No
35	07/19/2016			0	1200	0	0	2	07/19/2016	N	2	Income Rent HTC: Mkt HTC: Mkt	No
36	04/18/2016			27936	822	54	0	1	04/18/2016	N	1	Income Rent HTC: 60 HTC: 60	No
37	04/24/2016			0	850	0	0	1	04/24/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
38	12/11/2016			12575	384	54	0	1	12/11/2016	N	1	Income Rent HTC: 30 HTC: 30	No
39	10/06/2016			0	850	0	0	1	10/06/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
40	04/14/2016			15000	451	74	0	2	04/14/2016	N	2	Income Rent HTC: 30 HTC: 30	No
41	08/21/2016			0	1200	0	0	2	08/21/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
42	06/02/2016			0	850	0	0	1	06/02/2016	N	1	Income Rent HTC: Mkt HTC: Mkt	No
226													
43	08/07/2016		DeLeon	24396	977	74	0	2	08/07/2016	N	1	Income Rent HTC: 60 HTC: 60	No

COMPLIA REPORT
UNIT STATUS REPORT

THIS REPORT REFLECTS THE PROPERTY'S OCCUPANCY ON: 03/13/2017

PROPERTY NAME: Pandora Springs

TDHCA Y

HTC AHDP HOME HTF BOND HTC Exch NSP TCAP

BIN #: TX1501207
(LIHTC Only)

Building #: 7

UNIT #	MOVE IN DATE	MOVE OUT DATE	LAST NAME	ANNUAL INCOME	TENANT PAID RENT	UTILITY ALLOW.	HOUSING ASSIST. PAYMENT \$	# BR S	TIC DATE	RE CERT	HH SIZE	INCOME RENT	UNIT QUALIFICATIONS	MEETS SPECIAL NEEDS REQ.
44	06/16/2016			0	1200	0	0	0 2	06/16/2016	N	2	Income Rent	HTC: Mkt HTC: Mkt	No
45	06/01/2016			0	1200	0	0	0 2	06/01/2016	N	2	Income Rent	HTC: Mkt HTC: Mkt	No
46	09/14/2016			28400	977	74	0	0 2	09/14/2016	N	1	Income Rent	HTC: 60 HTC: 60	No
47	04/10/2016			0	850	0	0	0 1	04/10/2016	N	1	Income Rent	HTC: Mkt HTC: Mkt	No
48	10/10/2016			0	850	0	0	0 1	10/10/2016	N	1	Income Rent	HTC: Mkt HTC: Mkt	No

Unit Status Report - Statistics Page
Part 1 - Demographics

Ethnicity

Race

Other

Part 2 - Accessibility

Mobility	3
Not Equipped	44
Vision or Hearing Impairment	1

Part 3 - Qualification

Program	Qualification	Units	Percent
HTC	30	11	22.92%
HTC	60	14	29.17%
HTC	Market	22	45.83%
HTC	OI	1	02.08%

Part 4 - Additional Assistance

HUD Housing Choice Voucher (HCV), tenant-based2	4.17%
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Part 5 - Special Needs Unit Count