

## **IMPORTANT INFORMATION REGARDING 2017 LIHTC APPLICATIONS**

The Department of Community & Economic Development is excited to hear about the various Low Income Housing Tax Credit (LIHTC) applications proposed for submission for Ohio Housing Finance Agency's (OHFA) 2016-2017 Qualified Allocation Plan (QAP). LIHTC applications are due to OHFA by **Thursday, February 16, 2017**.

In order for LIHTC applications to be considered for local development priority points (Family, Senior, and Single Family Infill Development new unit pools only) or receive letters supporting local initiatives, location based priorities, local financial support, etc; Developers will need to submit the following to the Department of Community & Economic Development by close of business (5pm) on **Monday, January 9, 2017**:

- 1. City of Cincinnati Low Income Housing Tax Credit Local Review Application**
  - a. Project narrative
  - b. Details on Ownership and development experience
  - c. Details on Development Team
  - d. Development Budget
  - e. Sources and Uses of Funds
  - f. Proforma, including Operating Expenses
- 2. Community Outreach Plan/Letter of Support from Community Council**
- 3. MBE/SBE/WBE/Section 3 inclusion efforts.**
- 4. Three (3) pictures and/or rendering of the project as a jpeg file.**
- 5. List of requested letters of supports**
- 6. Attached Impaction Guidelines Worksheet**

Please submit electronic copies of these materials via email to [anthony.cadle@cincinnati-oh.gov](mailto:anthony.cadle@cincinnati-oh.gov) by 5pm on **Monday, January 9, 2017**.

In order to answer questions regarding the process and aid in the preparation of any necessary Council presentations, the Department of Community & Economic Development will be available to meet with Developers January 10-January 13<sup>th</sup>. Please contact Anthony Cadle at (513) 352-6118 or [anthony.cadle@cincinnati-oh.gov](mailto:anthony.cadle@cincinnati-oh.gov) to schedule.

Any questions regarding the process can be directed to Anthony Cadle, Development Analyst at (513) 352-6118 or [anthony.cadle@cincinnati-oh.gov](mailto:anthony.cadle@cincinnati-oh.gov)