



HOME EXHIBIT LIST - Rental without Tax Credits

The exhibits listed on this form must accompany the online HOME Application.

Exhibit #	Description	Required
H-1	<u>Application Certification</u> (Rental without LIHTC) - IFA required form	Yes
H-2	<u>Assurances Signature Page</u>	Yes
H-3	<u>Applicant/Recipient Disclosure/Update Form (HUD 2880)</u>	Yes
H-4	<u>W-9 Form (Request for Taxpayer ID # & Certification)</u>	Yes
H-5	<u>Minority Impact Statement</u> - IFA required form	Yes
H-6	<u>No Lobbying Certificate</u> (Rental) - IFA required form	Only if requesting over \$100,000 in HOME funds
H-7	<u>Disclosure of Lobbying Activities</u>	If applicable
H-8	<u>Local Support</u> A letter(s) of involvement, endorsement and investment by local citizens, local organizations or the governing body of the local government in which the housing project is located. The local support shall promote the objectives of the housing activity or projects assisted through the HOME program.	Yes
H-9	<u>Nonprofit Status</u> - Provide a letter from the IRS stating that the entity is a qualified nonprofit and has received a tax-exempt ruling under 501(c) depending on the type and purpose of the organization seeking the designation for tax-exemption: The 501(c) designations permissible under HOME are: 501(c)3 status -- A charitable, nonprofit corporation; 501(c)4 status -- A community or civic organization; Section 905 status -- a subordinate organization or a 501(c) organization. - Provide a current good standing letter from the Iowa Secretary of State's Office (i.e. a Certificate of Existence or a Certificate of Authority.)	Only if Ownership Entity is a nonprofit or a CHDO
H-10	<u>Color Photos of Project</u> Provide 2 photos looking toward the bldg./site and 2 photos looking away from the bldg./site. If a rehab. or acq./rehab. project, provide an additional photo looking inside the building. All photos must include the street address and building number. Submit all color photos as ONE PDF file.	Yes
H-11	<u>Letters of intent from lending institutions for private construction & permanent financing</u> Must be on their letterhead.	Yes
H-12	<u>Commitment letters from all other sources (i.e. grants, loans, etc.)</u> Each letter must include: - the value of the commitment; - the interest rate & term; - the purpose the funds can be used for; - the time limitations related to the commitment.	Yes
H-13	<u>Utility Allowance Document</u> Provide a dated utility allowance document from local Public Housing Authority for the correct project/building type. If the utility allowance document is more than 15 mos. old from the date of the HOME Application, a letter from the PHA is required stating that the utility allowances listed are still current.	Yes

H-14	<u>Market Information for Proposed Project (Rental without Tax Credits)</u> - IFA required form If project is located in multiple primary market areas, one form is required for each primary market area.	Yes
H-15	<u>Ownership Entity Documentation</u> For LP, LLP, LLLP, provide: - Current Certificate of Limited Partnership - Current Signed Partnership Agreement For LC, LLC, LLC, provide: - File-Stamped Articles of Organization - Current Signed Operating Agreement	Only if OE is a for-profit AND not a sole proprietor
H-16	<u>Documentation for General Partner/Managing Member & Co-GP/Co-MM</u> For LP, LLP, LLLP, provide: - Current Certificate of Limited Partnership - Current Signed Partnership Agreement For LC, LLC, LLC, provide: - File-Stamped Articles of Organization - Current Signed Operating Agreement For Corp. or Incorp., provide: - Bylaws - Board Resolution approving actions of corp. concerning proposed project	Only if the Project Team includes a GP/MM or Co-GP MM
H-17	<u>Document(s) providing evidence of control or ownership of site(s)</u> Provide purchase agreement, title of property, etc. Must be good through 6 months following the HOME round closing date.	Yes
H-18	<u>Map with Site Location(s)</u> Provide legible recent official city map pinpointing the site location(s). Must show the address of the property, the names of surrounding streets & any other information important for the site inspection.	Yes
H-19	<u>Site Plan(s) clearly listing the following:</u> - Site dimensions - Easements & setbacks - All buildings (including manager's & Accessory Bldgs.) - Parking - Play area - Pool - Other items	Yes
H-20	<u>Plans & Specifications clearly listing the following:</u> - Use of all rooms in the bldg. (i.e. exercise room, computer learning center, manager's office, library, craft room, maintenance room, dining room, etc.) - The square footage of each room in the bldg. - Use of all rooms in the units (i.e. bedroom, bathroom, kitchen, living room, etc.) - The square footage of each unit - Designate all handicap accessible units	Yes <u>NOTE:</u> If requesting points for 50% HOME-assisted fully accessible units, this must be demonstrated on the plans & specs
H-21	<u>Scope of work</u>	Only if rehab or acq./rehab. project
H-22	<i>Reserved</i>	
H-23	<u>Sellers Acknowledgement Form</u>	Yes
H-24	<u>Relocation Plan</u>	If there is an existing bldg.(s) on the site
H-25 / H-28	<i>Reserved</i>	

H-29	<u>Great Places</u> - IFA required form	If applying for points for Great Places
H-30 / H-33	<i>Reserved</i>	
H-34	<u>3 Yrs. Balance Sheets</u>	Yes*
H-35	<u>3 Yrs. Profit & Loss Statements</u>	Yes*
H-36	<u>Tax Abatement Documents for Match</u> Provide tax abatement schedule plus assessed valuation (estimated if necessary) subject to abatement and applicable tax levy.	Only if listed tax abatement as an additional Match Not Listed in Funding Sources

*Alternative financial information may be accepted if IFA deems it sufficient.