

## 2015 EXHIBIT CHECKLIST 10% TEST FOR CARRYOVER ALLOCATION

**In addition to updating the online Application, the following exhibits must be uploaded to the online Application and submitted to the Iowa Finance Authority by 4:30 pm on March 31, 2016.**

**Exhibit #:**

- 1C - Application Certification (IFA Form Required)
- 2C - Copy of Recorded Warranty Deed or Recorded Long-Term Lease
- 3C - Original Certificate to Ownership and Basis (IFA Form Required)
- 4C - Current Partnership Documents (Including the Development Agreement)
- 5C - Documentation of Enforceable Financing Commitments (Sample provided)
- 6C - Documentation of Current Status of All Other Sources of Funds (Sample provided)
- 7C - Documentation of Syndication Equity Commitment with Equity Factor & Pay-in Schedule (Sample provided)
- 8C – Certification of Equity Contribution (IFA Form Required)
- 9C - Ownership Entity's Title Opinion or Title Guaranty Certificate
- 10C - Owner's Attorney Opinion (Sample Provided)
- 11C - Original Independent Auditor's Report (Sample Provided)
- 12C - Exhibit A to Independent Auditor's Report (Sample Provided)
- 13C - Approval Statement from IFA Construction Analyst for:
  - 13Ca - Plans & Specs submitted to State/Local Jurisdiction
  - 13Cb – Preliminary Energy Report (new construction) or Preliminary Energy Audit (rehab/adaptive reuse)
  - 13Cc – Capital Needs Assessment (rehab/adaptive reuse)
- 14C - Documentation on Status of Zoning
- 15C - Construction Checklist (IFA Form Required) and Construction Completion Schedule (IFA Form Required)
- 16C - IRS Form 8821 completed for the Developer/Co-Developer (Link provided on IFA website)
- 17C - Targeting Plan Memorandum of Understanding between the Ownership Entity or Developer, Management Company and the Lead Local Agency. Refer to 2015 QAP Section 5.16. (Sample Provided)
- 18C - Updated Ownership Entity Organizational Chart

**If awarded under the Nonprofit set-aside or a Nonprofit entity is materially participating:**

19C-1SA - Print out confirming the Nonprofit is still a qualified Nonprofit with the IRS [www.irs.gov/app/pub-78/](http://www.irs.gov/app/pub-78/)

If the Project has been approved by IFA prior to the due date listed above for late submission, the Applicant will be billed an additional amount equal to the Application Fee as listed in 2015 QAP Section 3.4.7.

The \$2,000 Construction monitoring fee is due at submission of the Carryover-10% Test Application thru online Application. Refer to 2015 QAP Section 3.4.7.