|  |
| --- |
| ALABAMA HOUSING FINANCE AUTHORITY **HOME/Low-Income Housing Tax Credit**  **STATUS REPORT** |

*(****This form must be completed and returned to the AHFA on or before*** ***March 29,*** ***June 28,***

***September 30,*** ***December 31, 2019****.)*

**Status Reports and four (4) site photos are due quarterly beginning with the due date listed in the Reservation Letter or Binding Commitment – Future Year’s Credit Authority until the development; (1) reflects one hundred percent (100%) physical completion for two consecutive quarters or (2) the Low-Income Housing Credit Allocation and Certification (IRS Forms 8609) have been issued.  If the Status Report is due prior to construction commencement, updated site photos must be submitted as assurance that no “choice limiting” activities have taken place.**

**If an extension of the deadline is approved by AHFA, the owner will be charged the appropriate extension fee for each extension past the original due date.  AHFA Approved and Funded Transaction Fee Requirements are available on AHFA website at the following link:**

[**http://www.ahfa.com/multifamily/multifamily-programs/multifamily-fees**](http://www.ahfa.com/multifamily/multifamily-programs/multifamily-fees)

|  |  |
| --- | --- |
| **Project Name:** |  |
| **Project #:** |  |
| **Location:** |  |
| **Owner:** |  |
| **Address:** |  |

**Contact Person:** **Phone:**  **Email:**

**Type (HOME or Tax Credit):**

## Development Progress

**(*Provide projected or actual dates*)**

Land acquisition date:

If property has been acquired, please provide a copy of the recorded Warranty Deed, **if not already provided.**

Construction loan closing date:

If construction loan has closed, provide AHFA with a copy of the construction loan note, **if not already provided.**

Construction start date:

Construction completion date:

When construction is complete, provide AHFA with a copy of the final inspection report.

Permanent loan closing date:

If permanent loan has closed, provide AHFA with a copy of the note.

Project is currently      % leased-up

**Project Cost**

### A. Total Building Cost

(Line 19 of Estimated Cost Certification) $

### B. Total Building Costs (excluding land) expended to date $

C. Currently the Project is      % complete. (Line B divided by Line A)

**Application Revisions**

If any changes have been made to the Project concerning the number and type of units, number of buildings, square footage numbers, location, the development budget, ownership or financial arrangements, or any other changes to the original application, please list the revisions below and provide an explanation and, if necessary, evidence to support these modifications. AHFA will notify you in writing within thirty (30) days of its receipt of this report regarding our review and subsequent approval or disapproval regarding variances from the AHFA approved application. Please document reasons for any construction delays below.

**Community Housing Development Organizations (CHDO’s) (if applicable)**

The basic definition of a CHDO is an organization that has staff with the capacity to develop affordable housing for the community it serves. The HOME program sets forth very specific criteria about the nature of the organizations that qualify as CHDO’s, therefore it is very important that AHFA be informed immediately of any changes in staffing. If any changes have been made to the staffing since CHDO certification, please provide them below.

**Syndication of Housing Credits**

Due to the volatility of the Housing Credit market, it is imperative that the owner inform and receive AHFA’s approval prior to any change/revision in the Syndication Agreement submitted for this Project. Please list any changes below and provide AHFA with a copy of the Amended Syndication Agreement.

**I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE.** I understand that any misrepresentation or failure to submit this report, Attachment “A” or supporting documentation may result in a withdrawal of tax credits by Alabama Housing Finance Authority, my (and related parties) being barred from future program participation, and notification of the Internal Revenue Service, unless the owner obtains an approved extension from AHFA prior to the deadline. Once an extension has been approved by AHFA, the owner will be charged $1,500 per each 30-day extension the documentation is delayed past the original due date.

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Its: Date:

Return this report to:

Alabama Housing Finance Authority

Attention: Gene Gant

P.O. Box 242967

Montgomery, Alabama 36124-2967 or Email [ggant@ahfa.com](mailto:ggant@ahfa.com)

**Attachment “A”**

**Construction Checklist**

|  |
| --- |
| **Project:** |
| **Project #:** |
| **Total # of Buildings:** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Complete | Not Complete | Applicable Buildings |
|  |  |  |  |
| Site Work |  |  |  |
| **Slab** |  |  |  |
| **Rough Plumbing** |  |  |  |
| **Rough Electric** |  |  |  |
| Framing Walls |  |  |  |
| **Framing Roof** |  |  |  |
| Insulation |  |  |  |
| **Drywall** |  |  |  |
| **Plumbing Trim** |  |  |  |
| **Electrical Trim** |  |  |  |
| **Flooring** |  |  |  |
| **Painting Exterior** |  |  |  |
| **Fixtures** |  |  |  |
| **Hardware** |  |  |  |
| **Appliances** |  |  |  |
| **Blinds** |  |  |  |
| **Exterior** |  |  |  |
| **Landscaping** |  |  |  |
| **Fencing** |  |  |  |
| Amenities |  |  |  |

**By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Its: Date:**