

MONTANA BOARD OF HOUSING

Meeting Location: MACo Conference Room
2715 Skyway Drive, Helena MT

Webinar Information: Click on the following link to register and attend the MBOH meeting via GoToWebinar. You will be able to sit at your PC and see the documents that are discussed in the meeting. Use the toll-free conference call to hear the meeting.

<https://www1.gotowebinar.com/register/365987009>

Conference Call Information: You may listen and participate from your office or home.

You may use this toll free access number: **(877) 273-4202** and then this number when prompted: **7233056#**

Monday, November 17, 2014:

- I. **10:00 A.M. CALL MEETING TO ORDER – Chair JP Crowley**
- II. **PUBLIC COMMENT ON ANY PUBLIC MATTER THAT IS NOT ON THE AGENDA OF THE MEETING AND THAT IS WITHIN THE JURISDICTION OF THE AGENCY**
- III. **AGENDA ITEMS**
 - Minutes**
 - Approval of Prior Board Meeting Minutes
 - Finance Program** (Cody Pearce)
 - Finance Update
 - Homeownership Program** (Vicki Bauer)
 - Lender Approval
 - Homeownership Program Update
 - Multifamily Program** (Mary Bair)
 - 2015 Housing Tax Credit
 - 2016 Qualified Allocation Plan Approval to release for public comment
 - Multifamily Update
 - RAM – Waiver Request (if needed)
 - Executive Director** (Bruce Brensdal)
 - Executive Directors Update
 - a. Marketing Update (Penny Cope)
 - b. Operations Update (Stacy Collette)
 - c. Miscellaneous
- IV. **ADJOURNMENT**
- V. **TRAINING** **None**

❖ **All agenda items are subject to Board action after public comment.** We make an effort to ensure that our meetings are held at facilities that are fully accessible to persons with disabilities. Any persons needing reasonable accommodations must notify the Housing Division at 406-841-2840 or TDD 406-841-2702 before the scheduled meeting to allow for arrangements.

❖ **Future Meeting Dates & Locations: (subject to change)**

<u>Day , Date</u>	<u>Location</u>	<u>Day , Date</u>	<u>Location</u>
Monday, December 8, 2014	no meeting		
Friday, January 9, 2015	Helena	Monday, July 13, 2015	no meeting
Monday, February 9, 2015	no meeting	Monday, August 10, 2015	??
Monday, March 9, 2015	??	Monday, September 14, 2015	Helena
Monday, April 13, 2015	Havre	Monday, October 12, 2015	no meeting
Monday, May 11, 2015	no meeting	Monday, November 9, 2015	Helena
Monday, June 12, 2015	Bozeman	Monday, December 14, 2015	no meeting

MONTANA BOARD OF HOUSING

Crowne Plaza – 27 N 27th Street – Billings, MT 59101
September 15, 2014

ROLL CALL OF BOARD

MEMBERS: J.P. Crowley, Chairman (Present)
Bob Gauthier (Present)
Doug Kaercher (Present)
Ingrid Firemoon (Excused)
Jeanette McKee (Present)
Pat Melby (Present)
Sheila Rice (Present)

STAFF: Bruce Brensdaal, Executive Director
Mary Bair, Multifamily Program
Vicki Bauer, Homeownership Program
Cody Pearce, Accounting Program
Penny Cope, Public Relations
Paula Loving, Executive Assistant
Stacy Collette, Operations Manager
Kellie Guariglia, Multifamily Program
Jeannene Maas, Homeownership
Todd Jackson, Multifamily Program
Angela Heffern, Accounting Program

COUNSEL: Greg Gould, Luxan and Murfitt
John Wagner, Kutak Rock

UNDERWRITERS:

OTHERS: Greg Dunfield, GMD Development
Heather McMilin, Homeward
Logan Anderson, Mountain Plains Equity Group
Fred Sterhan, Mountain Plains Equity Group
Don Sterhan, Mountain Plains Equity Group
Carilla French, District 4 HRDC
Gene Leuwer, GL Development
Taylor Hunt, Syringa Housing Corp

Amy Beames, Benefis Health System
Peter Gray, Benefis Health System
Bruce Michael, Detroit Affordable Homes
Jeff Rupp, HRDC Bozeman
Rusty Snow, Summit Housing Group
Wendy Thomas, City of Billings
Chris Butch Grenz, Mayor, Miles City
Mark Ahner, Miles City – City Council
Alex Burkhalter, Housing Solutions
Brian Steffens
Becky Brandborg, Echo Enterprises
Patti Webster, Housing Authority of Billings
Jonathan Reed, Jonathan Reed and Associates
Melissa Hartman, Miles City Housing Authority
Harlan Wells, Missoula Housing Authority
Lori Davidson, Missoula Housing Authority
Chris Moyles, Homeword
Rusty Snow, Summit Management
Seana Rau, Mountain Plains Equity Group
Diane Hunt, Syringa Housing Corp.
Darren Murphy
Jack Jenks, Summit Housing Group
Patrick Klier, Summit Housing Group
Gib Glasson, Housing Authority of Billings

CALL MEETING TO ORDER

Chairman JP Crowley called the Montana Board of Housing (MBOH) to order at 8:30 a.m. Introductions were made. Chairman Crowley introduced Tom Hanel, Mayor of Billings, who welcomed the Board to the City of Billings. Mr. Hanel thanked the Board and everyone who helps with the development of affordable housing in the City of Billings and surrounding areas. Mr. Hanel expressed his gratitude to the Housing Authority of Billings for their dedication to providing housing to the citizens of Billings. Bruce Brensdaal reviewed the Webinar procedures.

Chairman asked for any public comment not on the agenda. Heather McMilin, Homeword, provided an update on the Southern Lights project in Billings. This project received a loan to repair the structural issues and eliminate severe mold issues. Ms. McMilin reviewed pictures of the issues as the demolition took place and the structural and mold issues become apparent. Steps have been taken to eliminate the mold and the structure rebuild is on schedule and within budget.

Sheila Rice, NeighborWorks Montana, announced that NeighborWorks Montana will be opening a satellite office in Billings.

APPROVAL OF MINUTES

Doug Kaercher moved to approve the June 9, 2014 MBOH Board meeting minutes and Bob Gauthier seconded the motion. Chairman Crowley asked for comments. The June 9, 2014 Board meeting minutes was passed unanimously. Sheila Rice moved to approve the August 13, 2014 MBOH Board conference call meeting minutes and Pat Melby seconded the motion. Chairman Crowley asked for comments. The August 13, 2014 Board meeting minutes were approved unanimously.

FINANCE PROGRAM

Cody Pearce provided the Finance update. The 10-year Treasury rate is 2.60%. Cody reviewed the Diversification and Investment Report with the Board. Cody reported the MBOH portfolio is more diversified than at June 2014 meeting.

HOMEOWNERSHIP PROGRAM

Vicki Bauer brought to the Board the Bond Resolution No. 14-0915-s3. This resolution authorizes the issuance and delivery of, and authorizing the determination of certain terms of, a new issue of Single Family bonds in an aggregate principle amount not to exceed \$60,000,000 to finance loans; approving the sale of said bonds pursuant to a purchase contract; approving the supplemental trust indenture, preliminary official statement and final official statement, continuing disclosure agreement and other documents related thereto; authorizing the execution of such document; and providing for other matters properly relating thereto.

Vicki explained how this bond issuance in combination with funds of existing bond series and refunding of previous bond issuances will allow for MBOH to offer a rate of approximately 4.00%.

Bob Gauthier moved to approve Bond Resolution No. 14-0915-S3 and Pat Melby seconded the motion. Chairman Crowley asked for comments. The Bond Resolution No. 14-0915-S3 was approved unanimously.

Vicki Bauer provided the Homeownership update. The Reservation report reflects 81 new loans in regular Bond program, 14 new loans in the Score Advantage program, and 11 new loans in the Veterans Program since the last Board meeting in June 2014. Vicki updated the Board on the Servicing Program. The program is fully staffed and staff training is continuing and preparation is starting for year end and transferring of First Interstate Bank portfolio of approximately 1,200 loans.

MULTIFAMILY PROGRAM

Mary Bair introduced to the Board the 2015 Montana Housing Tax Credit applications.

- Antelope Court, Havre – Camilla French, HRDC Havre, and Gene Leuwer, GL Development – includes new construction 24 units for family housing with 21 units being fully accessible. Ms. French provided a history of the lack of affordable housing in the Havre area. French stated 79 applicants are disabled. Mr. Leuwer stated the area has a zero vacancy in their affordable housing. Doug

Kaercher stated Havre is the hub for the Hi-line communities. For example, Buffalo Court has tenants who came from Harlem. Doug stated the need for disabled housing goes beyond the City of Havre.

- Gallatin Forks, Manhattan – Taylor Hunt, Syringa Housing Corporation – includes rehabilitation of 16 units for family housing. This is the only affordable housing project in Manhattan. Mr. Hunt stated this project has never been updated and will include funding through USDA Rural Development 515 Multifamily program, along with Tax Credits. Bob Gauthier inquired about the funding timeline for the approval from USDA Rural Development preservation program. Mr. Hunt stated the timeline will be after the Tax Credit allocation due to the wording of the application and the need to fill the funding gap if Tax Credits are not allocated. Pat Melby questioned whether a 4% bond deal is possible. Mr. Hunt stated it was not feasible to do the 4% bond loan. Bob stated he appreciated the efforts to keep existing affordable housing in these small towns.
- Valley Villa I and II, Hamilton – Beki Brandborg, Echo Enterprises – includes rehabilitation of 34 units for family housing. This housing project is currently a Rural Development property. There are two wheel chair accessible units; however, six residents use wheel chairs. There is no vacancy in the Bitterroot Valley and Valley Villa has a waiting list. Every unit is need of flooring, lighting, plumbing and electrical update. Bob Gauthier inquired about the monthly rents. Ms. Brandborg stated it is \$380 monthly. Bob stated the monthly rent seems very low. Ms. Brandborg stated it is low and the property will be asking for higher rents upon rehabilitation.
- Stower Commons, Miles City – Alex Burkhalter, Housing Solutions – includes new construction 30 units for family housing. Mr. Burkhalter provided an overview of the project's location and unit layouts. Miles City is experiencing the effects of the Baaken. The rental housing costs are increasing dramatically and local every day jobs remain unfilled due to the lack of affordable housing. Brian Steffens, Action for Eastern Montana, spoke about the lack of affordable housing for the individuals on the Section 8 waitlist. Currently, there are 30 individuals on the waiting list with only one unit available within the Fair Market Rents. Mr. Steffens stated the land availability is a challenge with the Baaken growth and having the access to this location for the project is rare and will not always be available due to out of state developers building housing for the Baaken. Mark Ahner, City Councilperson of Miles City, stated the City Council voted 8-0 in support of the Stower Commons project. Chris Grenz, Mayor of Miles City, stated the City of Miles City has given this project for a 40% discount on building permits. Melissa Hartman, Housing Authority of Miles City, spoke about vacancies in other affordable housing properties in Miles City.
- Stoneridge, Bozeman – Jeff Rupp, HRDC Bozeman – includes new construction 48 units for family housing. This project is the one area in Bozeman housing which is lacking. The average cost per bedroom housing is \$450. This is not

affordable to the working citizens of Bozeman. Rusty Snow, Summit Housing Group, provided details of the Bozeman housing market. There is a 0% vacancy rate. Wendy Thomas, City of Bozeman, expanded on the 0% vacancy rate in Bozeman. The vacancy rate is for the entire City of Bozeman and not just for affordable housing; it is the entire housing market.

- River Ridge, Missoula – Lori Davidson and Harlan Wells, Housing Authority of Missoula – includes rehabilitation of 70 units for senior housing. Mr. Wells addressed need for rehabilitation of Tax Credit projects after the 15 years. The project's initial cost was geared for refinancing after the 15 years. The problem becomes the increase of expenses and the fixed rents. The property appraisal price does not meet the actual appraisal. Refinancing requires an 85% Loan to value down payment which is not feasible with maintaining the fixed affordable rents. Mr. Wells compared the funding through 9% Tax Credits vs. 4% bond issue. Sheila Rice asked if a Montana Housing Fund loan at 2 or 3 % would help this project.
- Guardian Apartments, Helena – Bruce Michael, Detroit Affordable Homes – includes rehabilitation of 118 units for senior housing. This project provides a central food service to the tenants. Due to the lack of individual kitchens in each unit, tenants are struggling with the affordability of the food program, which loses approximately \$100,000 annually. The rehabilitation of this project would include removal of the food service and adding a kitchen to each unit.
- Cascade Ridge II, Great Falls – Don Sterhan, Mountain Plains Equity Group, Peter Gray and Amy Beames, Benefis Health System – includes 16 new construction units for elderly housing. This is the second phase of the initial 56 unit project. The first phase was funded by Tax Credits in 2011 which included 40 units. The current waiting list is 87 applicants and therefore, the need for the additional 16 units is great. Ms. Beames stated the initial project is centrally located within the medical needs and is very close in proximity to middle to high income housing units, which integrates the entire community and supports Benefis Health System's mission.
- Urban Missoula, Missoula – Heather McMilin, Homeward, - includes 34 new construction units for family housing. The Old Sawmill district in which this project is located was part of a massive Brownfield redevelopment that took many years to complete. The location is a 46 acre revitalization project which includes significant public and private resources. The vacancy rate is low for the City of Missoula. Pat Melby inquired about a report in the Missoulian which stated this project was not initially the goal of this revitalization. Ms. McMilin stated the revitalization project includes workforce housing and Homeward has been working very closely with the parties and this has not been expressed.

Mary Bair brought to the Board the Wolf Point Village Project proposed changes. Mary stated Staff decided these proposed changes may change the overall project from the originally approved design that the Board reviewed and approved. Mary introduced Jonathan Reed, Jonathan Reed & Associates, who provided a brief history of the

project. The Wolf Point Village was awarded Tax Credits in 2013. Due to the Baaken construction demands, it has been difficult to secure construction in Wolf Point. The investor pulled out of the project due to the timing of the project. Bruce Brensdaal inquired on the proposal budget cost. Mr. Reed stated the lowest bid was \$1.6 million over budget. Pat Melby questioned whether this project would have met threshold with the proposed changes. Sheila Rice asked for clarification on what the major changes and how do these changes affect the allocation threshold scoring. Mary stated the overall threshold would have been met but rescoring of the application was not completed due to the vagueness of the changes. Sheila stated the decision by the Board should be delayed until more precise budget and changes are determined. Mr. Reed stated details would be available within three weeks, but timing for the investor is essential as weather inhibits the construction start.

Jeanette McKee stated without the specifics of the changes and budgets to review, the Board cannot make decisions on these project changes and agrees with Sheila Rice that the project changes should be delayed. Mr. Reed restated timing is the issue and asked the Board to determine the Board's requirements for the project. Pat Melby stated he agreed with Sheila and Jeanette and that it is not the Board's duty to list what they can or cannot live with for this project. Bob Gauthier stated that his issue is the fact that the round of applicants had outstanding projects and for this application to be awarded based on presentation and application submittal and then to come back with so many changes is not fair to the application process.

Greg Gould stated the Board needs to decide to deny, approve or a middle ground. Sheila asked if the Board could table this request until there is more known. Bob Gauthier moved to deny the request for the Wolf Point Village project changes. Doug Kaercher seconded the motion. Chairman Crowley asked for comments. Bob stated as with any project the developer has the opportunity to find additional partners, grants, but it is the responsibility of the developer to work through this project's application and fulfill on its obligations. Patty Webster, Housing Authority of Billings, stated she appreciated Bob's comments as one of the Housing Authority of Billings projects competed in this round and had a perfect score and several projects were awarded instead of theirs, including two projects in Wolf Point.

A Roll Call vote was taken:

Bob Gauthier	Yes
Sheila Rice	No
Doug Kaercher	Yes
Pat Melby	Yes
Jeanette McKee	Yes
J.P. Crowley	Yes

The motion to deny the proposed changes to the Wolf Point Village project was approved.

Mr. Reed stated he would have more definitive information on September 30, 2014 and requested a conference call Board meeting to discuss and approve changes. Patty Webster inquired if the public would have ability to comment at this conference call.

Bruce BrensdaI stated if there is a meeting, notification would be sent and the meeting would be posted online and the public would be able to provide comment. Jeanette stated her vote was final. The Board decided Staff needs to review any further changes to this project and if Staff decides these changes are substantial and needs Board's approval then will bring it back to the Board on a conference call.

Mary Bair provided the Multifamily update.

EXECUTIVE DIRECTOR UPDATE

Penny Cope and Bruce BrensdaI stated the Housing Day at the Rotunda day is January 8, 2015 and the January Board meeting has been scheduled for the 9th so Board members can attend the Housing Day as well.

Stacy Collette, Operations Manager, provided the Board with an update of Montana Board of Housing staffing and the expectations of reporting to the Board on a monthly basis. Stay is working on strategic planning and Board's input will be needed in the coming months.

Bruce BrensdaI expressed recognition to Vicki Bauer and her nomination for Governor's Award. Vicki was nominated by her staff in maintaining the origination program while implementing the servicing program while transitioning from her previous position in Accounting to Homeownership.

Bruce BrensdaI stated the next scheduled meeting is for November 17, 2014 and will include the allocation of the 2015 Montana Housing Tax Credits.

Bruce BrensdaI thanked Patty Webster and the Housing Authority of Billings for the tour of Billings affordable housing.

Meeting adjourned at 1:05 p.m.

Sheila Rice, Secretary

Date

Memo: November 12, 2014
To: MBOH Board Members
From: Vicki Bauer
Re: Fairway Independent Mortgage Corporation Application for Approval as Participating Lender

Suzette Sanders available for questions

Background:

Fairway Independent Mortgage Corp. was incorporated 4/19/96 in Texas. They now have a main office in Plano, Texas with businesses in 46 states. They primarily work with originating and selling of residential loans. They received a Broker License in Montana in September of 2011 and Lender License in October, 2008.

Fairway Independent Mortgage recently opened an office in Bozeman and the staff there is anxious to receive training about MBOH programs and begin submitting loans as soon as possible. Fairway plans to sell its servicing to Montana Board of Housing (MBOH), and they are approved to underwrite FHA, RD and VA Loans.

According to the most recent Statement of Income ending August 31, 2014, Fairway has an equity to asset ratio of 13.70% which meets the criteria for MBOH participating lenders (6%).

All required Errors and Omissions and Fidelity Bond Insurance requirements have been met. Fairway has been approved to do business in the State of Montana since July of 2000. No adverse regulatory actions against Fairway Independent Mortgage Corporation exist.

Fairway Independent Mortgage Corporation financial statements are available to Board members on request.

Recommendation:

Approve Fairway Independent Mortgage Corporation as a participating lender with MBOH.

MBOH BRAG BOARD

Comment from a lender.....

It's so easy to learn your programs when there are such great people helping me!

Comments from our borrowers.....

...I do appreciate the nice friendly personal service.....

Thank you! You have been a joy to work with!

My pleasure doing business with you ladies.

Since I received my loan 18 years ago, I have gone through 4 different servicers including MBOH, and out of the 4, MBOH has been the easiest to deal with. You are always so helpful, positive and I can tell you care.

I just love you guys! You have given us an opportunity that no one believed in. We have fallen behind and you have been so great at helping us get back on track. My wife loves you and I love you. I wouldn't want to work with anyone else.

You really are spot on with taking care of your people!

Thank you for the great service. While speaking with you today, I realized I should have called a lot sooner!

Reservation Report July 1, 2013 - Nov 10, 2014	Purchases		Reservations		Total		Average
	# of loans	\$ Amount	# of loans	\$ Amount	# of loans	\$ Amount	Loan Size
039-2014A	174	\$24,348,630	22	\$3,217,026	196	\$27,565,656	\$140,641
040-2015A (bridge)	32	\$4,427,482	22	\$2,888,912			
Pre/Ullman/Set-Aside	6	\$609,876	9	\$885,646	15	\$1,495,522	\$99,701
Total	212	29,385,988	53	6,991,584	211	29,061,178	\$137,731

Reservations/ Interest Rates

Total since last report

**Reg Prog 39
Score Ave 2**

**13 Veteran Program - current rate 2.63 % (as of 10/30/2014)
0 Habitat
0 DAAHP**

MBOH Rate Currently set at 3.75%

**Average difference between MBOH and FHA Interest Rates of in-state lenders
-0.19%**

MONTANA BOARD OF HOUSING
 SERVICER DELINQUENCY RATE COMPARISON REPORT
 AS OF 09/14

PAGE # 1
 REPORT ALR195
 DATE RUN 10/20/14

SERVICER NUMBER / NAME	% OF SERVICER RANGE	LOAN COUNT	2-MONTHS		3-MONTHS		4 OR MORE		POSSIBLE FORECLOSURES		TOTAL	
			COUNT	----	%	COUNT	----	%	COUNT	----	%	COUNT
061 FIRST SECURITY BOZEMAN	0.12	7	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
086 STATE BANK & TRUST DILLON	0.03	2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
101 UNITED BANK OF ABSAROOKE	0.05	3	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
110 STATE BANK OF TOWNSEND	0.33	19	1	5.26	1	5.26	2	10.53	0	0.00	4	21.05
114 FIRST BOULDER VALLEY BANK	0.09	5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
127 FLATHEAD BANK OF BIGFORK	0.17	10	1	10.00	0	0.00	0	0.00	0	0.00	1	10.00
138 BANK OF THE ROCKIES 138	1.03	59	0	0.00	1	1.69	0	0.00	0	0.00	1	1.69
147 COMMUNITY BANK, INC 147	1.10	63	1	1.59	1	1.59	0	0.00	1	1.59	3	4.76
159 VALLEY BANK RONAN 159	0.89	51	0	0.00	0	0.00	1	1.96	0	0.00	1	1.96
164 VALLEY BANK BELGRADE 1	1.96	113	7	6.19	4	3.54	2	1.77	0	0.00	13	11.50
213 MANHATTAN BANK 213	0.09	5	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
229 VALLEY BANK KALISPELL	0.03	2	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
524 STOCKMAN BANK OF MT, MILE	12.20	702	27	3.85	11	1.57	12	1.71	4	0.57	54	7.69
601 FIRST INTERSTATE BANK-WY	0.02	1	0	0.00	0	0.00	1	100.00	0	0.00	1	100.00
700 AMERICAN FED SAV HELENA	3.23	186	1	0.54	0	0.00	8	4.30	2	1.08	11	5.91
710 PIONEER SAVING AND LOAN	0.71	41	0	0.00	1	2.44	0	0.00	0	0.00	1	2.44
842 GUILD MORTGAGE COMPANY 84	0.92	53	3	5.66	1	1.89	0	0.00	1	1.89	5	9.43
950 MBOH - FIRST INTERSTATE B	20.79	1,196	30	2.51	11	0.92	15	1.25	6	0.50	62	5.18
966 MONTANA BOARD OF HOUSING	56.21	3,234	78	2.41	32	0.99	68	2.10	42	1.30	220	6.80
994 XXX-NeighborWorks Great F	0.02	1	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	20	5,753	149	2.59	63	1.10	109	1.89	56	0.97	377	6.55

Delinquency and Foreclosure Rates Montana Board of Housing Loan Portfolio

For Period Ending:	14-Sep	14-Aug	14-Jul	14-Jun	14-May	14-Apr	Mar-14	Feb-14	Jan-14	Dec-14	Nov-14	Oct-14
30 Days	2.59	2.48	2.34	1.94	2.24	2.07	1.88	2.38	2.69	2.48	2.41	2.58
60 Days	1.1	1.37	1	1.15	1.15	1.11	0.94	1.12	1.24	1.29	1.21	1.21
90 Days	1.89	1.7	1.77	1.71	1.6	1.45	1.61	1.89	1.99	2.04	1.93	2.01
Total Delinquencies	5.58	5.55	5.11	4.8	4.99	4.63	4.43	5.39	5.92	5.81	5.55	5.8
In Foreclosure	0.97	0.88	0.88	0.8	0.97	1.18	1.18	1.26	1.49	1.41	1.34	1.09

For Comparison	June 2014 (most recent available)*		
	Montana	Region	Nation
30 Days	1.67	2.06	2.69
60 Days	0.53	0.71	0.96
90 Days	1	1.65	2.31
Total Delinquencies	3.2	4.42	5.96
In Foreclosure	0.87	1.36	2.49

* Comparison Data from National Delinquency Survey, Mortgage Bankers Association

As of 9/30/14

MCC Program
Monthly Loan Reservation Activity

	<u>2010</u>		<u>2011</u>		<u>2012</u>		<u>2013</u>		<u>2014</u>	
	<u># of loans</u>	<u>\$ of loans</u>								
January	9	\$1,462,645			6	\$1,052,395	6	\$935,999	13	\$2,267,148
February	3	\$434,425	6	\$1,074,199	5	\$695,188	9	\$1,785,065	10	\$1,742,502
March	6	\$975,770	9	\$1,344,649	6	\$1,030,418	8	\$1,419,539	11	\$1,926,459
April	17	\$2,440,691	8	\$1,040,569	6	\$933,925	7	\$1,251,453	17	\$3,123,787
May	10	\$1,510,493	4	\$672,740	7	\$943,966	12	\$2,242,587	17	\$3,016,050
June	8	\$1,318,592	11	\$1,656,626	12	\$1,969,647	5	\$976,660	19	\$3,409,363
July	5	\$659,238	7	\$1,024,889	11	\$2,080,457	23	\$4,034,372	20	\$3,659,132
August	3	\$518,053	9	\$1,492,187	15	\$2,440,224	12	\$1,797,581	15	\$2,533,807
September	5	\$818,613	4	\$565,258	10	\$1,794,930	12	\$2,080,105	13	\$2,225,974
October	13	\$2,163,922	12	\$1,975,101	5	\$965,749	6	\$992,918		
November	4	\$664,641	4	\$707,095	4	\$513,162	7	\$1,089,610		
December			3	\$307,319	3	\$521,267	8	\$1,552,290		
yearly total	83	\$12,967,083	77	\$11,860,632	90	\$14,941,328	115	\$20,158,179	135	\$23,904,222
Average loan		\$166,456		\$164,592		\$193,150		\$175,289	Average	\$177,068

Tax credit authority Election date	Series	Waived bond authority	volume of loans supported	Dollar amt of loans	No of certs issued	Amt reserved @9/30/14	remaining balance available
12/16/2002	900	\$40 million	\$50,000,000	\$5,803,018	50		(closed)
10/17/2005	901	\$5 million	\$6,250,000	\$6,229,750	42		(closed)
4/7/2008	902	\$4 million	\$5,000,000	\$4,981,634	32		(closed)
1/12/2009	903	\$10 million	\$12,500,000	\$12,497,814	79		(closed)
10/19/2009	904	\$10 million	\$12,500,000	\$12,379,315	79		(closed)
2/7/2011	905	\$12 million	\$15,000,000	\$14,996,446	95		(closed)
6/26/2012	906	\$16 million	\$20,000,000	\$19,988,943	113		(closed)
8/12/2013	907	\$24 million	\$30,000,000	\$23,120,277	132	\$3,420,697	\$3,459,026
6/9/2014	908	\$40 million	\$50,000,000	\$0	0	\$1,051,386	\$48,948,614
				\$99,997,197	622	\$4,472,083	\$52,407,640

Board Report for November 2014

SETASIDE SUMMARY

ADVANCE PACKET REPORT

80% Combined ProgramAuthorized by the Board 04/22/2013: Program expires 6/30/16 (114)

Original Setaside		\$	4,500,000	
Additional Setaside	Apr 14	\$	700,000	
Additional Setaside	Apr 14	\$	5,000,000	
Loans Reserved	3	\$	(467,600)	
Loans Purchased	38	\$	(4,758,907)	
Remaining Setaside		\$	4,973,493	\$ 4,973,493

West Edge HRDC IXAuthorized by the Board 08/09/2010: Program expires when funds depleted (280)

Original Setaside		\$	1,600,000	
Additional Setaside	Jan 14	\$	840,000	
Loans Reserved @3.875%	0	\$	(0)	
Loans Reserved @5.50%	8	\$	(677,616)	
Loans Purchased	27	\$	(1,761,351)	
Remaining Setaside		\$	1,033	\$ 1,033

EATON STREET CONDOS SETASIDEAuthorized by the Board 06/13/2011: Program expires 12/31/14 (317)

Original Setaside		\$	1,000,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	0	\$	(0)	
Remaining Setaside		\$	1,000,000	\$ 1,000,000

FORECLOSURE PREVENTION SETASIDEAuthorized by the Board 09/13/2004: (499)

Original Setaside		\$	50,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	1	\$	(4,365)	
Remaining Setaside		\$	45,635	\$ 45,635

TOTAL FORECLOSURE PREVENTION SETASIDE:

DISABLED ACCESSIBLE AFFORDABLE HOMEOWNERSHIP PROGRAM (DAAHP)MORTGAGE RATE OF 2.750% TO 5%; Authorized by the Board 6/1995: expires 6/30/15 (501),(502)

Original Setaside		\$	3,500,000	
Additional Setaside	(Sep 94)	\$	4,000,000	
Additional Setaside	(Aug 95)	\$	800,000	
Additional Setaside	(Feb 98)	\$	1,000,000	
Transfer to CAP IV	(Mar 97)	\$	(2,000,000)	
Additional Setaside	(Jul 00)	\$	1,000,000	
Additional Setaside	(Aug 01)	\$	500,000	
Additional Setaside	(Oct 02)	\$	500,000	
Additional Setaside	(Mar 04)	\$	1,000,000	
Additional Setaside	(Apr 05)	\$	500,000	
Additional Setaside	(Jan 06)	\$	1,000,000	
Additional Setaside	(Mar 07)	\$	1,000,000	
Additional Setaside	(Feb 08)	\$	1,000,000	
Additional Setaside	(Jul 08)	\$	500,000	
Additional Setaside	(Mar 09)	\$	1,000,000	
Additional Setaside	(Nov 09)	\$	1,000,000	
Additional Setaside	(Nov 10)	\$	500,000	
Additional Setaside	(Jun 13)	\$	560,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	226	\$	(16,358,432)	
Remaining Setaside		\$	1,001,568	\$ 1,001,568

TOTAL DAAHP SETASIDE:

Score Advantage Second Mortgage
 Authorized by the Board 11/2012 (521)

Original Setaside		\$	1,500,000	
Loans Reserved	9	\$	52,896	
Loans Purchaed	53	\$	263,138	
Remaining Setaside		\$	1,183,966	
				\$ 1,183,966

LOT REFINANCE SETASIDE

Authorized by the Board 07/02; Program expires 6/30/2015: (575)

Original Setaside		\$	1,000,000	
Additional Setaside	(May 05)	\$	1,000,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	12	\$	(1,273,560)	
Remaining Setaside		\$	726,440	
				\$ 726,440
TOTAL LOT REFINANCE SETASIDE:				\$ 726,440

HABITAT FOR HUMANITY SETASIDE

MORTGAGE RATE OF 0.375%; Authorized by the Board 9/97; Program expires 06/30/2015: (580)

Original Setaside		\$	750,000	
Additional Setaside		\$	700,000	
Additional Setaside	(Feb 02)	\$	250,000	
Additional Setaside	(Feb 02)	Conventional Funding	\$ 250,000	
Additional Setaside	(Dec 02)	Conventional Funding	\$ 250,000	
Additional Setaside	(Jun 03)	Conventional Funding	\$ 500,000	
Additional Setaside	(Feb 06)	Conventional Funding	\$ 1,000,000	
Additional Setaside	(Oct 07)	Conventional Funding	\$ 1,000,000	
Additional Setaside	(Sep 08)		\$ 350,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	74	\$	(5,018,278)	
Remaining Setaside		\$	31,722	
				\$ 31,722
TOTAL HABITAT FOR HUMANITY SETASIDE:				\$ 31,722

Additional Setaside	(Sep 09)	\$	1,000,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	9	\$	(735,563)	
Remaining Setaside		\$	264,437	
				\$ 264,437
TOTAL HABITAT FOR HUMANITY SETASIDE:				\$ 264,437

Additional Setaside	(July 10)	\$	1,000,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	4	\$	(334,623)	
Remaining Setaside		\$	665,377	
				\$ 665,377
TOTAL HABITAT FOR HUMANITY SETASIDE:				\$ 665,377

Additional Setaside	(July 11)	\$	850,000	
Loans Reserved	1	\$	(116,487)	
Loans Purchased	8	\$	(713,743)	
Remaining Setaside		\$	19,770	
				\$ 19,770
TOTAL HABITAT FOR HUMANITY SETASIDE:				\$ 19,770

Additional Setaside	(June 12)	\$	1,125,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	7	\$	(682,912)	
Remaining Setaside		\$	442,088	
				\$ 442,088
TOTAL HABITAT FOR HUMANITY SETASIDE:				\$ 442,088

Additional Setaside	(June 13)	\$	1,000,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	7	\$	(710,750)	
Remaining Setaside		\$	289,250	
				\$ 289,250
TOTAL HABITAT FOR HUMANITY SETASIDE:				\$ 289,250

Additional Setaside	(June 14)	\$	1,215,000	
Loans Reserved	0	\$	(0)	
Loans Purchased	0	\$	(0)	
Remaining Setaside		\$	1,215,000	
				\$ 1,215,000
TOTAL HABITAT FOR HUMANITY SETASIDE:				\$ 1,215,000

TOTAL OF ALL INDIVIDUAL SETASIDES: \$ 10,147,135

DOWN PAYMENT 1ST MORTGAGE SET-ASIDE POOL (OCT 5, 2007)

Jul-07	\$10,000,000
Approved 9-07/ Began using 2-08	\$10,000,000
March, 2008	\$5,000,000
June, 2008	\$10,000,000
January-09	\$5,000,000
September-09	\$5,000,000

	<u>Pre-Ullman Funds</u>
NHS 111 Total Loans	\$ 12,082,524
HRDC BOZEMAN 275 Total Loans	\$ 2,750,094
HRDCXI COMBINED 309 Total Loans	\$ 2,674,592
TOWN OF BRIDGER 325 Total Loans	\$ 108,900
CITY OF BILLINGS 355 Total Loans	\$ 8,157,169
LAKE COUNTY 383 Total Loans	\$ 497,345
HRDC VI 385 Total Loans	\$ 220,106
CITY OF LEWISTOWN HRDC VI 388 Total Loans	\$ -
City of Redlodge 390 Total Loans	\$ 521,238
GR8 HOPE SETASIDE 405 Total Loans	\$ 1,574,651
FTHB SAVINGS ACCOUNT PROGRAM 571 Total Loans	\$ 9,662,328
GLACIER AFFORDABLE HOUSING SETASIDE 600 Total Loans	\$ 189,000
Total Loans	\$ -
WHITEFISH HOUSING AUTHORITY 750 Total Loans	<u>\$ 450,918</u>
Total Loans	\$ 38,888,865
Amount Remaining in Current Allocation	\$6,111,135

Check: \$16,258,269

\$45,000,000	
- (38,888,865)	Total Loans in Allocation
<u>\$6,111,135</u>	
<u>\$ 10,147,134.78</u>	Total of All Individual Setasides
<u>\$ 16,258,269.29</u>	

City / County	Manhattan / Gallatin	Miles City / Custer	Missoula / Missoula	Helena / Lewis & Clark	Havre / Hill	Bozeman / Gallatin	Great Falls / Cascade	Missoula / Missoula
Project Name	Gallatin Forks	Stower Commons	Urban Missoula	Guardian	Antelope Court	Stoneridge Apts	Cascade Ridge II	River Ridge
Developer / General Ptnr	Syringa Housing Corp	Housing Solutions	Homeword	Detriot Affordable Homes	GL Dev /District IV HRDC	Summit/HRDC	Builders / MPEG	Missoula Housing Authority

Board Members:

Please find attached project summary schedules, summary of evaluation scoring, additional comment letters and some statistical information you may find useful. The schedule below lists the amount of credits available. If you have any questions please contact me.

Available Credit Calculations:

HTC Ceiling	\$	2,680,000		
2014 Carryforward	\$	1,866		
	\$	2,681,866		
10% NP Set-aside	\$	268,000		
Rural Set-aside 1	\$	268,187		
Rural Set-aside 2	\$	268,187	\$ 536,373	Total Rural Set-aside
Max per Developer	\$	670,000		

Allocations:

Total Available	\$	2,681,866		
Corrective	\$	-	\$ 2,681,866	
			\$ 2,681,866	
			\$ 2,681,866	
			\$ 2,681,866	
			\$ 2,681,866	
Corrective Award	\$	-	\$ -	
			\$ -	

City / County	Manhattan / Gallatin	Miles City / Custer	Missoula / Missoula	Helena / Lewis & Clark	Havre / Hill	Bozeman / Gallatin	Great Falls / Cascade	Missoula / Missoula	
Project Name	Gallatin Forks	Stower Commons	Urban Missoula	Guardian	Antelope Court	Stoneridge Apts	Cascade Ridge II	River Ridge	
Developer / General Ptnr	Syringa Housing Corp	Housing Solutions	Homeword	Detriot Affordable Homes	GL Dev /District IV HRDC	Summit/HRDC	Cascade Ridge II Benefits / CR Builders / MPEG	Missoula Housing Authority	
GP Organizational Type	Non-Profit	For-Profit	Non-Profit	Non-Profit	Non-Profit	For-Profit	Non-Profit	Gov entity	
Set-aside	Non-Profit	General	Non Profit	General	General	Non Profit	General	General	
HC Requested	\$ 153,494	\$ 610,000	\$ 430,000	\$ 658,750	\$ 568,750	\$ 658,750	\$ 245,183	\$ 501,723	
Project Type	Family	Family	Family	Family	Family	Family	Senior	Elderly 55+	
Construction Type	Acq/Rehab	New Const	New Const	Acq/Rehab	New Const	New Const	New Const	Acq/Rehab	
Unit Numbers	Target								
0-bdrm	40%	0	0	1	13	0	0	0	
0-bdrm	50%	0	0	4	56	0	0	0	
0-bdrm	50%	0	0	0	0	0	0	0	
0-bdrm	60%	0	0	1	0	0	0	0	
1-bdrm	40%	1	1	1	0	2	2	6	
1-bdrm	50%	5	1	7	49	13	5	35	
1-bdrm	50%	0	0	0	0	4	0	0	
1-bdrm	60%	2	1	3	0	1	1	17	
2-bdrm	40%	1	2	1	0	2	4	1	
2-bdrm	50%	5	12	1	0	6	21	8	
2-bdrm	50%	0	0	0	0	0	0	0	
2-bdrm	60%	2	4	1	0	2	5	3	
3-bdrm	40%	0	1	1	0	0	4	0	
3-bdrm	50%	0	6	4	0	0	9	0	
3-bdrm	50%	0	0	0	0	0	0	0	
3-bdrm	60%	0	2	1	0	0	4	0	
other	mgt	0	0	0	0	0	0	0	
other	mkt	0	0	0	0	0	0	0	
Total Units		16	30	26	118	30	47	16	70
Square Footage									
Low Income/Common		12,720	32,112	34,268	70,071	25,600	52,752	17,061	48,530
Market/Commercial		-	-	-	-	-	-	-	-
Total		12,720	32,112	34,268	70,071	25,600	52,752	17,061	48,530

City / County			Manhattan / Gallatin	Miles City / Custer	Missoula / Missoula	Helena / Lewis & Clark	Havre / Hill	Bozeman / Gallatin	Great Falls / Cascade	Missoula / Missoula
Project Name			Gallatin Forks	Stower Commons	Urban Missoula	Guardian	Antelope Court	Stoneridge Apts	Cascade Ridge II	River Ridge
Developer / General Ptnr			Syringa Housing Corp	Housing Solutions	Homeword	Detriot Affordable Homes	GL Dev /District IV HRDC	Summit/HRDC	Cascade Ridge II Benefits / CR Builders / MPEG	Missoula Housing Authority
Unit Rents										
	0-bdrm	40%	\$ -	\$ -	\$ 354	\$ 500	\$ -	\$ -	\$ -	\$ -
	0-bdrm	50%	\$ -	\$ -	\$ 461	\$ 500	\$ -	\$ -	\$ -	\$ -
	0-bdrm	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	0-bdrm	60%	\$ -	\$ -	\$ 496	\$ -	\$ -	\$ -	\$ -	\$ -
	1-bdrm	40%	\$ 665	\$ 345	\$ 384	\$ -	\$ 366	\$ -	\$ 340	\$ 459
	1-bdrm	50%	\$ 665	\$ 450	\$ 499	\$ 624	\$ 477	\$ -	\$ 445	\$ 574
	1-bdrm	50%	\$ -	\$ -	\$ -	\$ -	\$ 391	\$ -	\$ -	\$ -
	1-bdrm	60%	\$ 665	\$ 515	\$ 545	\$ -	\$ 589	\$ -	\$ 545	\$ 689
	2-bdrm	40%	\$ 740	\$ 415	\$ 462	\$ -	\$ 438	\$ 542	\$ -	\$ 551
	2-bdrm	50%	\$ 740	\$ 535	\$ 599	\$ -	\$ 571	\$ 702	\$ 535	\$ 688
	2-bdrm	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	2-bdrm	60%	\$ 740	\$ 660	\$ 654	\$ -	\$ 705	\$ 776	\$ 660	\$ 826
	3-bdrm	40%	\$ -	\$ 465	\$ 518	\$ -	\$ -	\$ 609	\$ -	\$ -
	3-bdrm	50%	\$ -	\$ 610	\$ 677	\$ -	\$ -	\$ 794	\$ -	\$ -
	3-bdrm	50%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	3-bdrm	60%	\$ -	\$ 755	\$ 740	\$ -	\$ -	\$ 852	\$ -	\$ -
	other	mgt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	other	mkt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Monthly Rents			\$ 11,240	\$ 16,835	\$ 13,887	\$ 65,076	\$ 14,798	\$ 33,780	\$ 8,105	\$ 43,090
vacancy factor			5.00%	7.00%	7.00%	7.00%	7.00%	7.00%	7.00%	7.00%
Adjusted Rent			\$ 10,678	\$ 15,657	\$ 12,915	\$ 60,521	\$ 13,762	\$ 31,415	\$ 7,538	\$ 40,074
other/commercial income			\$ 258	\$ 150	\$ 300	\$ 912	\$ 300	\$ 392	\$ 366	\$ 2,190
total rent			\$ 10,936	\$ 15,807	\$ 13,215	\$ 61,433	\$ 14,062	\$ 31,807	\$ 7,904	\$ 42,264
x 12 months			12	12	12	12	12	12	12	12
Total Annual Income			\$ 131,232	\$ 189,679	\$ 158,579	\$ 737,192	\$ 168,746	\$ 381,689	\$ 94,844	\$ 507,164
Expenses										
Administration			\$ 9,460	\$ 10,800	\$ 29,900	\$ 27,580	\$ 17,500	\$ 16,500	\$ 11,260	\$ 14,920
Management			\$ 11,136	\$ 13,278	\$ 12,500	\$ 51,563	\$ 15,750	\$ 22,901	\$ 5,652	\$ 30,429
Maintenance			\$ 34,138	\$ 48,495	\$ 41,140	\$ 220,438	\$ 53,582	\$ 98,000	\$ 21,568	\$ 133,900
Operating			\$ 10,235	\$ 34,200	\$ 41,800	\$ 103,617	\$ 27,845	\$ 29,500	\$ 17,720	\$ 106,700
Taxes			\$ 6,250	\$ -	\$ 1,650	\$ 2,000	\$ 8,000	\$ 24,240	\$ 2,400	\$ 600
Replacement Reserve			\$ 12,000	\$ 9,000	\$ 7,800	\$ 35,400	\$ 9,000	\$ 14,400	\$ 4,800	\$ 21,000
Total Expenses			\$ 83,219	\$ 115,773	\$ 134,790	\$ 440,598	\$ 131,677	\$ 205,541	\$ 63,400	\$ 307,549
Net Income Before Debt Service			\$ 48,013	\$ 73,906	\$ 23,789	\$ 296,594	\$ 37,069	\$ 176,148	\$ 31,444	\$ 199,615

City / County	Manhattan / Gallatin	Miles City / Custer	Missoula / Missoula	Helena / Lewis & Clark	Havre / Hill	Bozeman / Gallatin	Great Falls / Cascade	Missoula / Missoula	
Project Name	Gallatin Forks	Stower Commons	Urban Missoula	Guardian	Antelope Court	Stoneridge Apts	Cascade Ridge II	River Ridge	
Developer / General Ptnr	Syringa Housing Corp	Housing Solutions	Homeword	Detriot Affordable Homes	GL Dev /District IV HRDC	Summit/HRDC	Benefits / CR Builders / MPEG	Missoula Housing Authority	
Project Cost Limitations									
	Limits								
General Requirements	6.00%	3.94%	5.19%	5.57%	5.68%	5.71%	5.40%	5.16%	5.78%
Contractor Overhead	2.00%	1.85%	1.57%	1.79%	1.79%	1.88%	1.71%	1.73%	1.93%
Contractor Profit	6.00%	3.79%	5.16%	5.81%	5.37%	5.75%	5.12%	4.90%	5.79%
Developer Fees	15.00%	9.46%	14.83%	10.73%	7.70%	13.43%	14.15%	13.85%	9.53%
Soft Cost	30.00%	26.26%	25.46%	23.28%	18.52%	27.11%	24.73%	34.67%	25.04%
Per Unit Comparison									
Cost per unit	\$ 128,850	\$ 219,043	\$ 223,766	\$ 81,909	\$ 198,875	\$ 159,444	\$ 171,913	\$ 103,880	
Credits per unit	\$ 9,593	\$ 20,333	\$ 16,538	\$ 5,583	\$ 18,958	\$ 14,016	\$ 15,324	\$ 7,167	
Operating Cost per unit	\$ 5,201	\$ 3,859	\$ 5,184	\$ 3,734	\$ 4,389	\$ 4,373	\$ 3,963	\$ 4,394	
Replacement Reseves	\$ 750	\$ 300	\$ 300	\$ 300	\$ 300	\$ 306	\$ 300	\$ 300	
Per Square Foot Comparison									
Cost per sq ft	\$ 162.07	\$ 204.64	\$ 169.78	\$ 137.94	\$ 233.06	\$ 142.06	\$ 161.22	\$ 149.84	
Credits per sq ft	\$ 12.07	\$ 19.00	\$ 12.55	\$ 9.40	\$ 22.22	\$ 12.49	\$ 14.37	\$ 10.34	
Operating Cost per sq ft	\$ 6.54	\$ 3.61	\$ 3.93	\$ 6.29	\$ 5.14	\$ 3.90	\$ 3.72	\$ 6.34	
Tenant Paid Utilities									
Heat	x	x	x		x	x	x		
Air Conditioning	x	x	x		x	x	x		
Cooking	x	x	x		x	x	x		
Other Electric	x	x	x		x	x	x		
Hot Water	x	x	x		x	x	x		
Water, Sewer, Trash									
Owner Paid Utilities									
Heat				x				x	
Air Conditioning				x				x	
Cooking				x				x	
Other Electric				x				x	
Hot Water				x				x	
Water, Sewer, Trash	x	x	x	x	x	x	x	x	
Market Study Data:									
Vacancy Rates	0.0%	1.1%	2.0%	1.7%	0.0%	0.6%	0.5%	2.0%	
Absorption Rate	0mths	2 mo	2 mo	3 mo	2 mo	2 mo	1 mth%	none	
% of Mkt Rents	30% of income	53%	70-80%	70-80%	88-90%	54-77%	84%	70-80%	
Units needed	20	94	91	230	91	166	310	251	

City / County		Manhattan / Gallatin	Miles City / Custer	Missoula / Missoula	Helena / Lewis & Clark	Havre / Hill	Bozeman / Gallatin	Great Falls / Cascade	Missoula / Missoula
Project Name		Gallatin Forks	Stower Commons	Urban Missoula	Guardian	Antelope Court	Stoneridge Apts	Cascade Ridge II	River Ridge
Developer / General Ptnr		Syringa Housing Corp	Housing Solutions	Homeword	Detriot Affordable Homes	GL Dev /District IV HRDC	Summit/HRDC	Benefits / CR Builders / MPEG	Missoula Housing Authority
Evaluation Scoring									
	<i>Points Available</i>								
1	<u>Extended Low Income Use</u>	100	100	100	100	100	100	100	100
2	<u>Lower Income Tenants</u>	220	220	220	220	220	220	220	220
3	<u>Project Location</u>								
	Grocery Store	20	20	20	20	20	20	20	20
	Other	80	80	80	80	80	80	80	80
	Total	100	100	100	100	100	100	100	100
4	<u>Housing Needs Characteristics</u>								
	Community Input	40	40	40	40	40	40	40	40
	Appropriate Size	50	50	50	-	50	50	50	50
	Appropriate Development Type	40	40	40	40	40	40	40	40
	Market Need - Vacancy	20	20	20	20	20	20	20	20
	Market Need - Absorption Rate	20	20	20	20	20	20	20	20
	Market Need - Rents below Mkt	20	20	20	20	20	20	20	20
	Total	190	190	190	140	190	190	190	190
5	<u>Project Characteristics</u>								
	Preservation of or Increase	20	20	20	20	20	20	20	20
	QCT or Revitalization Plan	10	-	-	-	-	-	-	10
	Preservation of Aff Hsing	20	20	-	20	-	-	-	20
	Project Based Rent Subsidy	50	50	-	50	-	-	-	-
	Amenities	40	40	40	40	40	40	40	40
	Green & Energy	100	75	100	100	75	100	100	100
	Total	240	205	160	230	135	160	160	190
6	<u>Development Team Characteristics</u>								
	Demonstrated Track Record	60	60	60	60	60	60	60	60
	Trained & Cert Dev Team	20	10	20	20	20	20	20	20
	Cold Weather Dev Experience	30	30	30	30	30	30	30	30
	Total	110	100	110	110	110	110	110	110
7	<u>Participation of Local Entity</u>	50	50	50	50	50	50	50	50
8	<u>Tenant Populations</u>	100	100	100	100	100	100	100	100
9	<u>Developer Knowledge and Response</u>								
	Management past performances	-	-	-	-	-	-	-	-
	Late responses to MBOH	-	-	-	-	-	-	-	-
	Management Weaknesses	-	-	-	-	-	-	-	-
	Total Points Available	1,110	1,065	1,030	1,050	1,005	1,030	1,030	1,060

City / County	Manhattan / Gallatin	Miles City / Custer	Missoula / Missoula	Helena / Lewis & Clark	Havre / Hill	Bozeman / Gallatin	Great Falls / Cascade	Missoula / Missoula
Project Name	Gallatin Forks	Stower Commons	Urban Missoula	Guardian	Antelope Court	Stoneridge Apts	Cascade Ridge II	River Ridge
Developer / General Ptnr	Syringa Housing Corp	Housing Solutions	Homeword	Detriot Affordable Homes	GL Dev /District IV HRDC	Summit/HRDC	Builders / MPEG	Missoula Housing Authority

Board Members:

Please find attached project summary schedules, summary of evaluation scoring, additional comment letters and some statistical information you may find useful. The schedule below lists the amount of credits available. If you have any questions please contact me.

Available Credit Calculations:

HTC Ceiling	\$	2,680,000		
2014 Carryforward	\$	1,866		
	\$	2,681,866		
10% NP Set-aside	\$	268,000		
Rural Set-aside 1	\$	268,187		
Rural Set-aside 2	\$	268,187	\$ 536,373	Total Rural Set-aside
Max per Developer	\$	670,000		

Allocations:

Total Available	\$	2,681,866		
Corrective	\$	-	\$ 2,681,866	
			\$ 2,681,866	
			\$ 2,681,866	
			\$ 2,681,866	
			\$ 2,681,866	
Corrective Award	\$	-	\$ -	
			\$ -	

<u>Application</u>	<u>DSR</u>
River Ridge	1.16
Stower Commons	1.20
Stoneridge	1.22
Guardian	1.24
Cascade Ridge II	1.25
Urban Missoula	1.43
Gallatin Forks	1.47
Antelope Court	1.72

<u>Application</u>	<u>Cost per unit</u>
Guardian	\$ 81,909
River Ridge	\$ 103,880
Gallatin Forks	\$ 128,850
Stoneridge	\$ 159,404
Cascade Ridge II	\$ 171,913
Antelope Court	\$ 198,875
Stower Commons	\$ 219,043
Urban Missoula	\$ 223,766

<u>Application</u>	<u>% pd by Tax Credits</u>
Stoneridge	74%
Cascade Ridge II	79%
River Ridge	66%
Guardian	59%
Stower Commons	84%
Antelope Court	80%
Gallatin Forks	67%
Urban Missoula	68%

<u>Application</u>	<u>Operating Expenses per unit</u>
Guardian	\$ 3,733
Stower Commons	\$ 3,839
Cascade Ridge II	\$ 3,962
Stoneridge	\$ 4,373
Antelope Court	\$ 4,389
River Ridge	\$ 4,394
Urban Missoula	\$ 5,184
Gallatin Forks	\$ 5,201

<u>Application</u>	<u>Cost per Sq Ft</u>
Guardian	\$ 137
Stoneridge	\$ 142
River Ridge	\$ 150
Cascade Ridge II	\$ 161
Gallatin Forks	\$ 162
Urban Missoula	\$ 170
Stower Commons	\$ 205
Antelope Court	\$ 233

<u>Application</u>	<u>vacancy rate</u>
Antelope Court	0.0%
Gallatin Forks	0.0%
Cascade Ridge II	0.5%
Stoneridge	0.6%
Stower Commons	1.1%
Guardian	1.7%
Urban Missoula	2.0%
River Ridge	2.0%

Green Initiatives:

Energy Star appliances	XX
LED Exterior	XX
Photovoltaic Panels	XX
Low/No VOC paint/adhesive	XX
Use of Montana products	XX
Engineered Lumber	XX
Flyash concrete greater than 30%	
Recycled insulation	XX
Recycled sheetrock	XX
Water efficient landscaping	XX
Formaldehyde free/full sealed countertop and cabinets	
On-site recycle of construction materials	XX
Range/bathroom fans that vent to the outside	XX
Recycled material carpet/flooring	XX
Smokefree policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi unit complex but within the property lines	xx
A partnership with local or statewide health agencies offering cessation services	XX
Water flow saving device	XX
Permeable paving	

Green initiatives 25 pt 1-4 of above; 50 pts 5-9 of above; 75 pts 10-14; 100 pts 15 or more



encompass
v2

RIVER RIDGE APARTMENTS

August 4, 2014

Missoula Housing Authority
1235 34th St
Missoula, MT 59801

RE: River Ridge Apartments – Green Initiatives

Dear Harlan

Encompass v2, llc is very excited to assist the MHA in the initial green and energy efficient evaluation for implementing design techniques for the site, building and unit upgrades for the **River Ridge Apartments**. We will ensure the project will incorporate the following detailed 2009 International Energy and Green Building initiatives into the building design. The MHA will receive certification from our firm that the initiatives have been incorporated into this project upon completion.

We will utilize a certified person / firm qualified in the area to review, certify and test our project meets compliance with all requirements set forth by the Montana Board of Housing. This team has many projects that have met the LEED standard, Enterprise Green Communities standards and thus are very familiar with project compliance through good details within the project set of documents.

Below are the Initiatives that will be incorporated into this project scope..

Green Initiatives

Energy Star appliances	X
LED Exterior	X
Photovoltaic Panels	X
Low/No VOC paint/adhesive	X
Use of Montana products	X
Engineered Lumber	X
Fly ash concrete greater than 30%	X
Recycled insulation	X
Recycled sheetrock	X
Water efficient landscaping	X
Formaldehyde free/full sealed countertop and cabinets	X
On-site recycle of construction materials	X
Range/bathroom fans that vent to the outside	
Recycled material carpet/flooring	
Smoke free policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi-unit complex but within the property lines	X
A partnership with local or statewide health agencies offering cessation services	X
Water flow saving device	X
Permeable paving	

Energy

(Must obtain all Level 1 items in order to receive any Level 2 items)

Level 1 Items:

Insulation & Windows exceeding IECC 2009 standards, Add air lock doors (2 pts)	yes
Furnace/Boiler that exceeds IECC 2009 standards or; Electric Heating - Energy Star (1 pt)	yes
Energy Star refrigerator (1 pt)	yes

Level 2 Energy Items:

Additional Energy Star appliances	yes
LED Exterior	yes
Photovoltaic Panels	
Ceiling Fans - Living room	yes
Ceiling Fans - Bedroom	yes
Ground Source heating pump	
Light colored roofing	
Metal roofing	
Minimize Glass on east/west exposure	
Building Orientation	yes
Commissioning conducted & incorporated	
Dimmable lights (common areas)	yes
Task lighting (shine down) kitchen cabinets, other approvable work areas	yes
Motion sensor light switches common areas, hallways, bathrooms, unit closets	yes
Other: Window U value of 0.29 or less	yes

Level 2 Energy items 1 pt 4-7 of above; 2 pts 8-15 of above

Level 2 Green Items:

Low/No VOC paint/adhesive	yes
Use of Montana products	yes
Engineered Lumber	yes
Flyash concrete greater than 30%	
Recycled insulation	yes
Recycled sheetrock	
Water efficient landscaping	yes
Formaldehyde free/full sealed countertop and cabinets	
On-site recycle of construction materials	yes
Range/bathroom fans that vent to the outside	yes
Recycled material carpet/flooring	yes
Smokefree policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi unit complex but within the property lines	yes
A partnership with local or statewide health agencies offering cessation services	yes
Water flow saving device	yes
Permeable paving	
Other (list)	

Level 2 Green items 1 pt 4-8 of above; 2 pts 9 or more of above

URBAN MISSOULA

Exhibit F		
Green Initiatives:		
1	Energy Star appliances	X
2	LED Exterior	X
3	Photovoltaic Panels	X
4	Low/No VOC paint/adhesive	X
Use of Montana products		
5	Engineered Lumber	X
6	Flyash concrete greater than 30%	X
7	Recycled insulation	X
8	Recycled sheetrock	X
9	Water efficient landscaping	X
10	Formaldehyde free/full sealed countertop and cabinets	X
11	On-site recycle of construction materials	X
12	Range/bathroom fans that vent to the outside	X
13	Recycled material carpet/flooring	X
14	Smokefree policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi unit complex but within the property lines	X
15	A partnership with local or statewide health agencies offering cessation services	
16	Water flow saving device	X
	Permeable paving	
Green initiatives 25 pt 1-4 of above; 50 pts 5-9 of above; 75 pts 10-14; 100 pts 15 or more		

CASCADE RIDGE II

Exhibit F

Green Initiatives:

Energy Star appliances	X
LED Exterior	X
Photovoltaic Panels	
Low/No VOC paint/adhesive	X
Use of Montana products	X
Engineered Lumber	X
Flyash concrete greater than 30%	
Recycled insulation	X
Recycled sheetrock	X
Water efficient landscaping	X
Formaldehyde free/full sealed countertop and cabinets	X
On-site recycle of construction materials	X
Range/bathroom fans that vent to the outside	X
Recycled material carpet/flooring	X
Smokefree policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi unit complex but within the property lines	X
A partnership with local or statewide health agencies offering cessation services	X
Water flow saving device	X
Permeable paving	

Green Initiatives 25 pt 1-4 of above; 50 pts 5-9 of above; 75 pts 10-14; 100 pts 15 or more

**STONERIDGE
APARTMENTS**

Green Initiatives:

Energy Star appliances	X
LED Exterior	X
Photovoltaic Panels	
Low/No VOC paint/adhesive	X
Use of Montana products	X
Engineered Lumber	X
Flyash concrete greater than 30%	X
Recycled insulation	X
Recycled sheetrock	
Water efficient landscaping	X
Formaldehyde free/full sealed countertop and cabinets	X
On-site recycle of construction materials	X
Range/bathroom fans that vent to the outside	X
Recycled material carpet/flooring	X
Smokefree policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi unit complex but within the property lines	X
A partnership with local or statewide health agencies offering cessation services	X
Water flow saving device	X
Permeable paving	

Green initiatives 25 pt 1-4 of above; 50 pts 5-9 of above; 75 pts 10-14; 100 pts 15 or more

GUARDIAN APARTMENTS

Green Initiatives:

Energy Star appliances	x
LED Exterior	x
Photovoltaic Panels	x
Low/No VOC paint/adhesive	x
Use of Montana products	x
Engineered Lumber	x
Flyash concrete greater than 30%	x
Recycled insulation	x
Recycled sheetrock	x
Water efficient landscaping	
Formaldehyde free/full sealed countertop and cabinets	x
On-site recycle of construction materials	x
Range/bathroom fans that vent to the outside	x
Recycled material carpet/flooring	x
Smokefree policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi unit complex but within the property lines	x
A partnership with local or statewide health agencies offering cessation services	x
Water flow saving device	x
Permeable paving	

Green initiatives 25 pt 1-4 of above; 50 pts 5-9 of above; 75 pts 10-14; 100 pts 15 or more

GALLATIN FORKS

Green Initiatives:

Energy Star appliances	✓
LED Exterior	✓
Photovoltaic Panels	✓
Low/No VOC paint/adhesive	✓
Use of Montana products	✓
Engineered Lumber	✓
Flyash concrete greater than 30%	
Recycled insulation	
Recycled sheetrock	
Water efficient landscaping	✓
Formaldehyde free/full sealed countertop and cabinets	✓
On-site recycle of construction materials	
Range/bathroom fans that vent to the outside	✓
Recycled material carpet/flooring	
Smokefree policy that includes all units, buildings, and their respective indoor common areas as well as any outside area of the multi unit complex but within the property lines	✓
A partnership with local or statewide health agencies offering cessation services	
Water flow saving device	✓
Permeable paving	

Green initiatives 25 pt 1-4 of above; 50 pts 5-9 of above; 75 pts 10-14; 100 pts 15 or more

75 Pts

2015 Developments - Last 5 Years

YEAR	AWARDED	Column1	PROJECT	CITY	Column2	Column3	Column4	PIS/status	CREDITS	UNITS
2009	Jun-09	Detroit Affordable Homes	FRANKLIN SCHOOL	GREAT FALLS	9% Acq/Rehab	Family		11/18/2009	ARRA	40
2013	Dec-12	GMD/Homeword	HILLVIEW APARTMENTS	HAVRE	9% Acq/Rehab	Family		near completion	625,000	52
2014	Nov-13	GMD/Homeword	CEDAR VIEW APARTMENTS	MALTA	9% Acq/Rehab	Family		not started	253,415	32
2009	Jun-09	Homeword	OUELLETTE PLACE	LEWISTOWN	9% New Constr	Family		12/15/2010	ARRA	24
2009	Jun-09	Homeword	SOLSTICE	MISSOULA	9% New Constr	Family		10/31/2011	ARRA	34
2012	Apr-12	Homeword	SOROPTIMIST VILLAGE	GREAT FALLS	9% Acq/Rehab	Elderly		near completion	480,000	50
2012	Apr-12	Housing Solutions	DEPOT PLACE	KALISPELL	9% New Constr	Elderly		4/26/2013	608,000	40
2013	Nov-13	Housing Solutions	ASPEN PLACE	MISSOULA	9% New Constr	Elderly		10/24/2014	575,000	36
2014	Nov-13	Housing Solutions	YELLOWSTONE COMMONS	GLENDIVE	9% New Constr	Family		under const	500,000	27
2010	Apr-10	HRDC4/GL Dev	BUFFALO COURT	HAVRE	9% New Constr	Elderly		8/14/2012	485,000	20
2011	Apr-11	Missoula Housing Auth	THE PALACE APARTMENTS	MISSOULA	9% Acq/Rehab	Family		1/1/2013	616,250	60
2011	Apr-11	MPEG	CASCADE RIDGE SENIOR LIVING	GREAT FALLS	9% New Constr	Elderly		9/28/2012	604,527	40
2012	Apr-12	MPEG/Richland Housing Auth	PARKVIEW VILLAGE	SIDNEY	9% New Constr	Family		9/30/2013	403,013	20
2014	Nov-14	MPEG/Richland Housing Auth	SUNSET VILLAGE	SIDNEY	9% New Constr	Family		demolition done	540,471	36
2010	Apr-10	Summit Housing Group	LOLO VISTA APARTMENTS	LOLO	9% New Constr	Family		8/25/2011	607,500	40

2015 - Last 10 years of Tax Credit Allocations

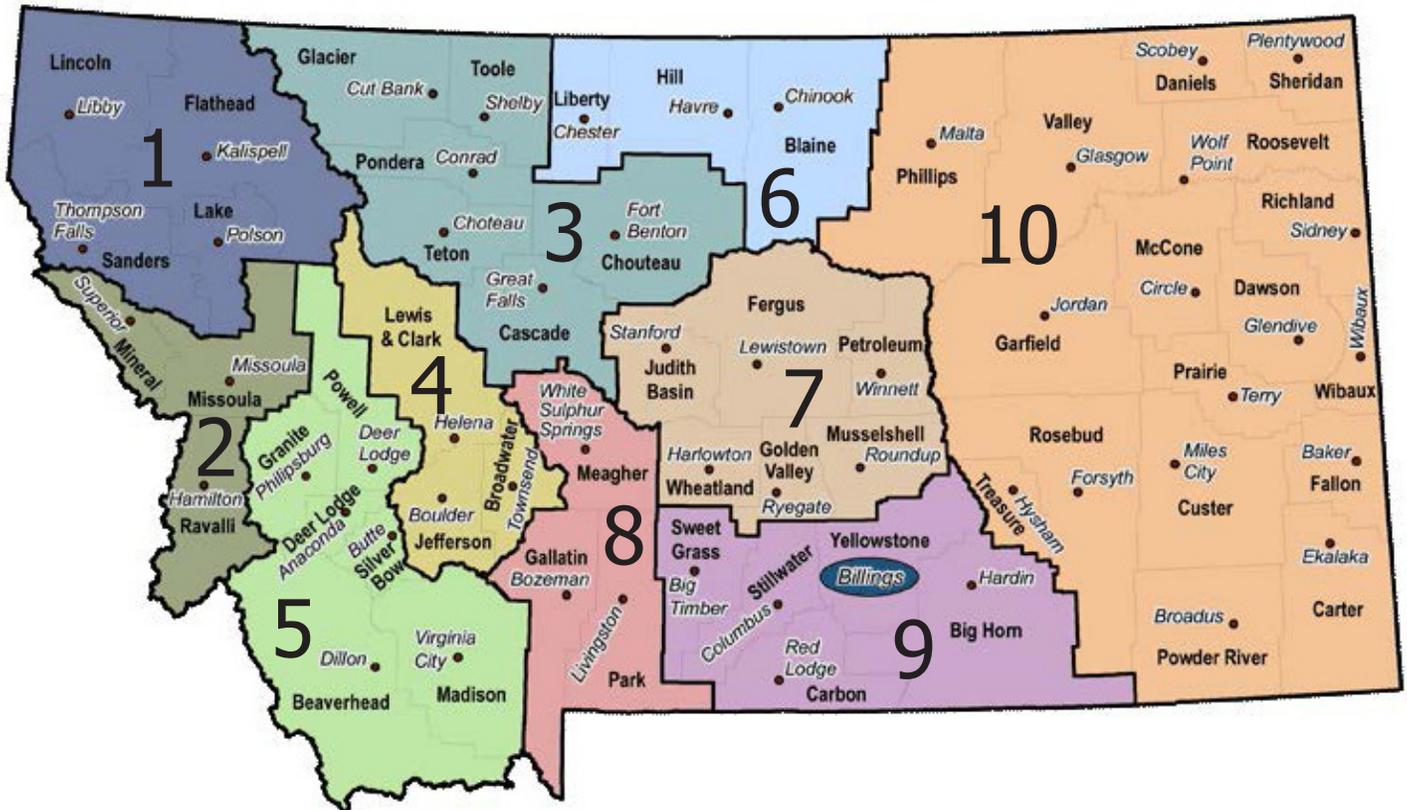
YEAR	PROJECT	CITY	Column1	Column2	Column3	PIS	CREDITS	UNITS
2006	FRASER TOWER**	BILLINGS	4%	Acq/Rehab	Elderly	2/8/2006	110,540	64
2006	SAGE TOWER**	BILLINGS	4%	Acq/Rehab	Elderly	PENDING	165,511	88
2007	SOUTH FORTY APARTMENTS**	BILLINGS	4%	Acq/Rehab	Elderly	9/12/2007	264,640	101
2008	GLACIER MANOR APARTMENTS**	KALISPELL	4%	Acq/Rehab	Elderly	1/1/2009	183,000	61
2008	TREASURE STATE PLAZA APARTMENTS**	KALISPELL	4%	Acq/Rehab	Elderly	12/21/2009	117,919	38
2005	NORTH COUNTRY ESTATES	BROWNING	9%	New Constr	Family	1/19/2006	305,928	25
2005	FT BELKNAP TC RENOVATION PROJECT	FORT BELKNAP	9%	New Constr	Family	10/31/2007	451,562	52
2005	MOUNTAIN VIEW APARTMENTS II	HAMILTON	9%	New Constr	Family	5/31/2006	313,625	28
2005	BAXTER APARTMENTS	BOZEMAN	9%	New Constr	Family	8/29/2006	518,500	48
2006	SOUTHERN LIGHTS	BILLINGS	9%	New Constr	Family	11/23/2007	450,000	20
2006	CORNERSTONE APARTMENTS	MILES CITY	9%	Acq/Rehab	Family	10/31/2007	229,328	21
2006	FORT BELKNAP HOUSING III	FORT BELKNAP	9%	New Constr	Family	3/1/2008	442,822	24
2006	IRVIN TRACT Acq/Rehab PROJECT	BROWNING	9%	New Constr	Family	PENDING	547,500	50
2006	EAGLES MANOR III	HELENA	9%	Acq/Rehab	Elderly	PENDING	507,500	30
2006	UNION PLACE II	MISSOULA	9%	New Constr	Family	6/1/2007	492,555	33
2006	CRESTVIEW APTS	BIGFORK	9%	New Con/Acq/Rehab	Family	2/12/2008	226,860	24
2007	MAKOSHIKA ESTATES	GLENDIVE	9%	New Constr	Elderly	PENDING	177,835	18
2007	EAGLE MANOR II	HELENA	9%	Acq/Rehab	Elderly	12/21/2009	568,750	43
2007	EQUINOX	MISSOULA	9%	New Constr	Family	7/1/2009	545,000	35
2007	FORT PECK LP1	POPLAR	9%	Acq/Rehab	Family	4/1/2009	265,739	46
2008	CASTLE MOUNTAIN APARTMENTS I	WHT SULPHUR SPRNS	9%	New Constr	Elderly	11/3/2010	237,317	10
2008	SHOULDERBLADE COMPLEX	LAME DEER	9%	Acq/Rehab	Elderly	1/19/2010	394,812	35
2008	SPRING CREEK APARTMENTS	KALISPELL	9%	New Constr	Family	7/24/2009	580,000	34
2008	MOUNTAIN VIEW APARTMENTS III	HAMILTON	9%	New Constr	Family	7/17/2009	581,250	46
2008	GARDEN DISTRICT I	MISSOULA	9%	New Constr	Family	1/5/2010	474,071	37
2008	MAKOSHIKA ESTATES	GLENDIVE	9%	New Constr	Elderly	3/24/2009	16,550	18
2009	SUPERIOR COMMONS	Superior	9%	New Constr Constr	Family		466,250	24
2009	SPRING CREEK APARTMENTS 2	Kalispell	9%	New Constr Constr	Family	3/11/2011	661,750	33
2009	WHITETAIL RUN APARTMENTS	Billings	9%	New Constr Constr	Family		470,000	32

YEAR	PROJECT	CITY	Column1	Column2	Column3	PIS	CREDITS	UNITS
2009	MOUNTAIN VIEW APARTMENTS	Butte	9%	New Constr Constr	Family	2/22/2011	-	11
2009	FRANKLIN SCHOOL	Great Falls	9%	Acq/Rehab	Family	11/18/2009	-	40
2009	OUELLETTE PLACE	Lewistown	9%	New Constr Constr	Family	12/15/2010	-	24
2009	SOLSTICE	MISSOULA	9%	New Constr Constr	Family	10/31/2011	-	34
2009	BIG BOULDER	BOULDER	9%	New Constr Constr	Family	11/30/2011	1,000	36
2010	SENTINEL VILLAGE APARTMENTS	MISSOULA	9%	Acq/Rehab	Family	12/23/2010	484,828	60
2010	LOLO VISTA APARTMENTS	LOLO	9%	New Constr Constr	Family	8/25/2011	607,500	40
2010	MEADOWLANDS APARTMENTS	BUTTE	9%	New Constr Constr	Elderly	9/28/2011	606,925	48
2010	BUFFALO COURT	HAVRE	9%	New Constr Constr	Elderly	8/14/2012	485,000	20
2010	ASPEN PLACE- returned credits	MISSOULA	9%	New Constr Constr	Elderly	PENDING	214,747	36
2010	SOLSTICE	MISSOULA	9%	New Constr Constr	Family	10/31/2011	500,000	34
2011	FORT PECK HOMES II	POPLAR & WOLF POINT	9%	New Constr Constr	Family		614,401	22
2011	RIVER ROCK RESIDENCES	HELENA	9%	New Constr Constr	Elderly		616,250	32
2011	THE PALACE APARTMENTS	MISSOULA	9%	Acq/Rehab	Family		616,250	60
2011	CASCADE RIDGE SENIOR LIVING	GREAT FALLS	9%	New Constr Constr	Elderly	9/28/2012	604,527	40
2011	BUFFALO COURT - adjustment	HAVRE	9%	New Constr Constr	Elderly		100,000	20
2011	LOLO VISTA APARTMENTS - adjustment	LOLO	9%	New Constr Constr	Family		15,000	40
2011	TWO RIVERS PLACE - 2nd round	ST. REGIS	9%	New Constr Constr	Family	11/28/2012	118,913	10
2011	CASCADE RIDGE SENIOR LIVING- adjustment	GREAT FALLS	9%	New Constr Constr	Elderly		11,723	40
2011	TWO RIVERS PLACE - adjustment	ST. REGIS	9%	New Constr Constr	Family		17,223	10
2012	HAGGERTY LANE APARTMENTS	BOZEMAN	9%	New Constr Constr	Family	11/1/2013	200,000	11
2012	SWEET GRASS APARTMENTS	SHELBY	9%	New Constr Constr	Family	6/3/2013	200,000	12
2012	SOROPTIMIST VILLAGE	GREAT FALLS	9%	Acq/Rehab	Elderly		480,000	50
2012	BLACKFEET HOMES V	BROWNING	9%	New Constr Constr	Family		631,225	24
2012	PARKVIEW VILLAGE	SIDNEY	9%	New Constr Constr	Family	9/30/2013	403,013	20
2012	DEPOT PLACE	KALISPELL	9%	New Constr Constr	Elderly	4/26/2013	608,000	40
2013	BUFFALO GRASS APARTMENTS	CUTBANK	9%	New Constr Constr	Family		259,000	14
2013	HILLVIEW APARTMENTS	HAVRE	9%	Acq/Rehab	Family		625,000	52
2013	ASPEN PLACE	MISSOULA	9%	New Constr Constr	Elderly		575,000	36
2013	FORT PECK SUSTAINABLE VILLAGE	POPLAR	9%	New Constr Constr	Family		647,500	20
2013	WOLF PONT VILLAGE	WOLF POINT	9%	Acq/Rehab	Family		403,599	24

YEAR	PROJECT	CITY	Column1	Column2	Column3	PIS	CREDITS	UNITS
2013	SOROPTIMIST VILLAGE	GREAT FALLS	9%	Acq/Rehab	Elderly		58,662	50
2014	CEDAR VIEW APARTMENTS	MALTA	9%	Acq/Rehab	Family		253,415	32
2014	APSAALOOKE WARRIOR APARTMENTS	CROW AGENCY	9%	New Constr Constr	Family		259,000	15
2014	VOYAGEUR APARTMENTS	GREAT FALLS	9%	New Constr Constr	Elderly		647,500	38
2014	SUNSET VILLAGE	SIDNEY	9%	New Constr Constr	Family		540,471	36
2014	PEARSON PLACE	GLENDIVE	9%	New Constr Constr	Family		500,000	27
2014	CHIPPEWA CREE	ROCKY BOY/BOX ELDER	9%	Acq/Rehab	Family		488,966	40

Housing and Population Demographics

The following information has been prepared by Montana Board of Housing and Census and Economic Information Center staff for use by the MBOH Commissioners and the developers of affordable housing in Montana.



The data on the next few pages is represented as COUNTY totals or averages, as well as for the REGION that they are a part of. The Housing Tax Credits are also shown as a total for each CITY they were used in.

The regions used for QAP Housing and Demographic data are the regions that are known in Montana as Human Resource Development Councils (HRDCs). These regions were first created in 1964 to organize the statewide efforts to help individuals and families out of poverty and should be easily recognized by most affordable housing advocates. Montana’s HRDCs operate a wide variety of different programs such as home energy assistance and weatherization, emergency food and shelter, workforce training, affordable housing, child care and child feeding, Head Start and a variety of other family self-sufficiency programs.

EXHIBIT G

Data Sources

"PopulationByAge2012" Spreadsheet

Source: US Census Bureau, Population Division
Data: Annual County Resident Population Estimates by Age, Sex, Race, and Hispanic Origin: April 1, 2010 - 2012
File: 7/1/2012 County Characteristics Resident Population Estimates
Release Date: June 2013
Downloaded & Compiled 11/14/2013

Total Population by Age Group - 2012

"VariousStats" Spreadsheet

Source: US Bureau of Labor Statistics; MT Department of Labor & Industry
Data: Local Area Unemployment Statistics (LAUS)
Downloaded 11/13/2013
Data is not seasonally adjusted; Data represents annual averages for the calendar year 2012

Labor Force - 2012

Total number of people in the labor force, on average, in calendar year 2012

Total Employed - 2012

Total number of people employed, on average, in calendar year 2012.

Unemployment Rate - 2012

The ratio of the *Total Unemployed* to the *Labor Force* expressed as a percent (%)

Source: US Bureau of Labor Statistics; MT Department of Labor & Industry
Data: Quarterly Census of Employment & Wages (QCEW)
Downloaded 11/13/2013

Avg. Annual Wage/Salary 2012 - All Industries

The ratio of the total wage and salaries paid to all employees to the average number of employees in all industries in calendar year 2012

Source: US Census Bureau
Data: Census 2010 - Summary File 1 (SF1) 100% Data
Table: H3. Occupancy Status
Universe: Housing Units
Downloaded 11/13/2013

Total Housing Units - 2010

Total number of housing units as of April 1, 2010

Source: US Census Bureau
Data: Census 2010 - Summary File 1 (SF1) 100% Data
Table: H12. Average Household Size of Occupied Housing Units by Tenure
Universe: Occupied housing units
Downloaded 11/13/2013

Avg. Household Size 2010 - Total

Average number of people per household for all occupied housing units as of April 1, 2010

Source: US Census Bureau
Data: Census 2010 - Summary File 1 (SF1) 100% Data
Table: PCT14. Presence of Multigenerational Households
Universe: Households
Downloaded 11/13/2013

Total Number of Households

Total number of occupied housing units - "households" - as of April 1, 2010

Households with three or more generations

Number of households with three or more generations living within the household as of April 1, 2010

Source: eREMI - a Product of Regional Economic Models, Inc. (REMI)
Released April 2013
Compiled 11/14/2013

Projected Total Population - 2017

Projected total resident population (people) in the year 2017

EXHIBIT G

	Total Housing Units 2010	Total Number of Households	Avg. Household Size 2010 Total	Percentage of households with three or more generations	Population Total July 2012	Projected Total Population 2017	Projected Population Growth	Population July 2012 Age 0 to 54 years	Population July 2012 Age 55 to 64 years	Population July 2012 Age 65 or older	Labor Force 2012	Percent Unemployed 2012	Avg. Annual Wage/Salary All Industries 2012
Montana	482,825	409,607	2.35	2.26%	1,005,141	1,064,867	5.94%	700,019	146,833	158,289	507,565	6.0%	\$ 36,850
Region 1 Totals	81,642	62,900	2.31	2.27%	151,518	160,211	5.74%	99,526	25,116	26,876	67,094	9.7%	\$ 33,880
Flathead County	46,963	37,504	2.4	2.10%	91,633	99,005	8.05%	62,536	14,677	14,420	43,840	9.0%	\$ 34,940
Lake County	16,588	11,432	2.46	3.49%	28,986	29,100	0.39%	19,232	4,421	5,333	11,300	8.9%	\$ 31,618
Lincoln County	11,413	8,843	2.2	1.88%	19,491	20,479	5.07%	11,330	3,759	4,402	7,722	13.5%	\$ 32,433
Sanders County	6,678	5,121	2.19	1.46%	11,408	11,627	1.92%	6,428	2,259	2,721	4,232	13.2%	\$ 28,429
Region 2 Totals	72,135	64,770	2.28	1.88%	155,761	165,066	5.97%	110,072	22,291	23,398	78,761	6.5%	\$ 34,575
Mineral County	2,446	1,911	2.2	2.20%	4,167	4,280	2.71%	2,317	804	1,046	1,934	10.1%	\$ 27,104
Missoula County	50,106	45,926	2.3	1.81%	110,977	119,108	7.33%	82,702	14,468	13,807	58,869	5.9%	\$ 35,395
Ravalli County	19,583	16,933	2.35	2.04%	40,617	41,678	2.61%	25,053	7,019	8,545	17,958	8.0%	\$ 31,086
Region 3 Totals	53,390	47,214	2.45	2.98%	118,776	125,852	5.96%	84,086	15,760	18,930	57,169	5.8%	\$ 34,887
Cascade County	37,276	33,809	2.33	2.28%	81,723	87,480	7.04%	57,719	10,814	13,190	40,281	5.4%	\$ 35,097
Chouteau County	2,879	2,294	2.48	3.18%	5,904	5,774	-2.20%	3,967	903	1,034	2,584	4.0%	\$ 28,486
Glacier County	5,348	4,361	2.91	9.68%	13,711	14,028	2.31%	10,749	1,521	1,441	6,116	10.2%	\$ 34,577
Pondera County	2,659	2,285	2.41	3.54%	6,165	6,626	7.48%	4,133	845	1,187	2,591	5.6%	\$ 31,311
Teton County	2,892	2,450	2.29	1.43%	6,053	6,286	3.85%	3,864	893	1,296	2,953	4.8%	\$ 32,177
Toole County	2,336	2,015	2.26	1.24%	5,220	5,658	8.39%	3,654	784	782	2,644	4.3%	\$ 40,921
Region 4 Totals	37,930	33,553	2.38	1.99%	82,033	85,983	4.82%	55,978	13,441	12,614	43,132	5.1%	\$ 39,775
Broadwater County	2,695	2,347	2.37	1.45%	5,756	5,615	-2.45%	3,741	950	1,065	2,327	8.2%	\$ 31,494
Jefferson County	5,055	4,512	2.48	1.93%	11,401	11,983	5.10%	7,213	2,265	1,923	5,874	5.2%	\$ 33,853
Lewis and Clark County	30,180	26,694	2.3	2.05%	64,876	68,385	5.41%	45,024	10,226	9,626	34,931	4.9%	\$ 40,473
Region 5 Totals	39,979	30,407	2.17	1.76%	70,914	72,249	1.88%	46,435	11,327	13,152	35,327	6.3%	\$ 34,973
Beaverhead County	5,273	4,014	2.19	1.10%	9,346	9,584	2.55%	6,109	1,515	1,722	5,093	5.2%	\$ 31,439
Deer Lodge County	5,122	4,018	2.11	1.52%	9,227	9,405	1.93%	5,870	1,548	1,809	4,099	7.4%	\$ 33,063
Granite County	2,822	1,417	2.14	1.34%	3,109	3,079	-0.96%	1,627	619	863	1,274	10.0%	\$ 28,308
Madison County	6,940	3,560	2.11	1.04%	7,733	8,390	8.50%	4,319	1,609	1,805	4,034	6.0%	\$ 30,016
Powell County	3,105	2,466	2.23	2.03%	7,096	7,184	1.24%	4,779	1,090	1,227	2,820	7.8%	\$ 33,656
Silver Bow County	16,717	14,932	2.22	2.18%	34,403	34,607	0.59%	23,731	4,946	5,726	18,007	5.8%	\$ 37,759
Region 6 Totals	11,136	9,454	2.50	4.14%	25,441	26,987	6.08%	18,653	3,258	3,530	11,972	5.5%	\$ 32,860
Blaine County	2,843	2,357	2.66	6.75%	6,683	6,812	1.93%	4,979	805	899	2,691	5.6%	\$ 30,845
Hill County	7,250	6,275	2.47	3.60%	16,366	17,774	8.60%	12,083	2,114	2,169	8,494	5.5%	\$ 33,608
Liberty County	1,043	822	2.36	0.73%	2,392	2,401	0.38%	1,591	339	462	787	5.3%	\$ 28,255
Region 7 Totals	11,823	9,544	2.21	1.63%	21,578	22,787	5.60%	13,084	3,757	4,737	11,419	5.1%	\$ 33,488
Fergus County	5,836	5,099	2.18	1.47%	11,435	11,317	-1.03%	6,946	1,899	2,590	5,978	5.3%	\$ 32,086
Golden Valley County	476	363	2.19	1.93%	839	773	-7.87%	499	140	200	528	3.6%	\$ 25,846
Judith Basin County	1,336	924	2.24	1.73%	2,024	2,205	8.94%	1,217	350	457	1,135	4.4%	\$ 30,060
Musselshell County	2,654	2,046	2.19	2.05%	4,665	5,357	14.83%	2,817	929	919	2,458	5.3%	\$ 44,632
Petroleum County	324	225	2.2	0.00%	511	629	23.09%	323	84	104	254	5.1%	\$ 25,650
Wheatland County	1,197	887	2.28	1.80%	2,104	2,506	19.11%	1,282	355	467	1,066	4.8%	\$ 26,544
Region 8 Totals	53,096	44,666	2.20	1.14%	110,105	118,240	7.39%	83,320	13,953	12,832	59,823	5.5%	\$ 36,626
Gallatin County	42,289	36,550	2.36	1.14%	92,614	100,654	8.68%	72,198	10,880	9,536	50,329	5.3%	\$ 37,604
Meagher County	1,432	806	2.13	1.24%	1,924	1,887	-1.92%	1,116	347	461	857	6.1%	\$ 25,721
Park County	9,375	7,310	2.12	1.12%	15,567	15,699	0.85%	10,006	2,726	2,835	8,637	6.4%	\$ 29,678
Region 9 Totals	82,030	74,633	2.478	2.86%	187,870	201,212	7.10%	133,692	25,849	28,329	100,919	4.8%	\$ 40,815
Big Horn County	4,695	4,004	3.18	12.94%	13,061	12,912	-1.14%	10,217	1,450	1,394	5,252	12.8%	\$ 37,776
Carbon County	6,441	4,571	2.19	1.36%	10,127	9,560	-5.60%	6,106	1,897	2,124	5,284	4.7%	\$ 28,396
Stillwater County	4,803	3,796	2.37	1.61%	9,195	9,691	5.39%	5,817	1,699	1,679	4,497	4.9%	\$ 54,006
Sweet Grass County	2,148	1,590	2.27	1.76%	3,605	4,134	14.67%	2,193	599	813	2,406	2.8%	\$ 42,969
Yellowstone County	63,943	60,672	2.38	2.41%	151,882	164,915	8.58%	109,359	20,204	22,319	83,480	4.4%	\$ 40,800
Region 10 Totals	39,664	32,466	2.28	2.53%	81,145	86,280	6.33%	55,173	12,081	13,891	41,951	4.3%	\$ 38,615
Carter County	810	532	2.16	0.56%	1,177	1,336	13.51%	671	222	284	696	3.2%	\$ 25,324
Custer County	5,560	5,031	2.24	1.65%	11,888	13,565	14.11%	8,070	1,679	2,139	6,349	3.7%	\$ 34,375
Daniels County	1,111	798	2.14	0.63%	1,786	1,929	8.01%	1,043	296	447	770	4.0%	\$ 35,537
Dawson County	4,233	3,749	2.26	1.41%	9,249	9,425	1.90%	6,240	1,400	1,609	4,452	3.5%	\$ 35,434
Fallon County	1,470	1,233	2.32	1.38%	3,024	3,751	24.04%	2,083	452	489	2,143	1.9%	\$ 55,779
Garfield County	844	532	2.27	0.56%	1,261	1,411	11.90%	767	219	275	645	3.4%	\$ 21,750
McCone County	1,008	774	2.22	0.65%	1,701	1,906	12.05%	996	324	381	1,049	3.1%	\$ 31,229
Phillips County	2,335	1,819	2.27	1.32%	4,128	4,290	3.92%	2,587	680	861	2,125	5.7%	\$ 30,555
Powder River County	1,022	755	2.26	1.19%	1,763	1,829	3.74%	1,030	313	420	966	4.0%	\$ 24,404
Prairie County	673	551	2.1	0.73%	1,157	1,335	15.38%	581	240	336	554	2.2%	\$ 32,931
Richland County	4,550	4,167	2.33	1.42%	10,810	11,705	8.28%	7,799	1,523	1,488	6,897	4.7%	\$ 49,397
Roosevelt County	4,063	3,553	2.88	7.88%	10,927	11,103	1.61%	8,447	1,296	1,184	4,335	7.4%	\$ 34,065
Rosebud County	4,057	3,395	2.7	5.27%	9,396	9,325	-0.76%	6,915	1,319	1,162	4,174	7.2%	\$ 43,677
Sheridan County	2,089	1,587	2.08	0.88%	3,580	3,535	-1.26%	2,150	638	792	2,023	3.0%	\$ 33,851
Treasure County	422	335	2.14	1.19%	736	795	8.02%	419	132	185	379	4.7%	\$ 27,511
Valley County	4,879	3,198	2.26	2.22%	7,505	7,949	5.92%	4,745	1,176	1,584	3,783	4.4%	\$ 31,890
Wibaux County	538	457	2.17	1.53%	1,057	1,091	3.22%	630	172	255	611	2.8%	\$ 26,319

EXHIBIT G

HOUSING TAX CREDITS							TAX-EXEMPT BOND FINANCING		
GEOGRAPHIC LOCATION	# OF PROJECTS	TOTAL UNITS	% of TOTAL UNITS	POPULATION July 2012	% of POPULATION	YEARS FUNDED	TOTAL UNITS	# OF PROJECTS	YEARS FUNDED
Montana	193	6,085	100%	1,005,141	100%		1,086	13	
Region 1 Totals	40	1,020	16.8%	151,518	15.1%		135	3	
Flathead County	23	702	11.5%	91,633	9.1%		135	3	
Bigfork	2	56				1994, 2006			
Columbia Falls	3	56				1990,1999,2002	36	1	1999
Kalispell	13	480				1990,1992,1993,1994,1994,1998,1999,1999,1999,2001,2008,2009,2012	99	2	2008,2008
Whitefish	5	110				1991,2000,2001,2002,2002			
Lake County	15	275	4.5%	28,986	2.9%				
Elmo	1	10				1996,1999,2000,2001,2002,2002			
Pablo	6	111				2004			
Polson	3	102				1988,1990,2002			
Ronan	4	43				1999,2000,2000,2001			
St Ignatius	1	9				1999			
Lincoln County	1	34	0.6%	19,491	1.9%				
Libby	1	34				1999,2000			
Sanders County	1	9	0.1%	11,408	1.1%				
Plains	1	9				1988			
Region 2 Totals	39	2,040	33.5%	155,761	15.5%		265	2	
Mineral County	2	32	0.5%	4,167	0.4%				
St Regis	1	8				2011			
Superior	1	24				2009			
Missoula County	26	810	13.3%	110,977	11.0%		265	2	
Lolo	1	40				2010			
Missoula	25	770				1989,1992,1993,1993,1994,1994,1994,1994,1995,1996,1996,1997,1999,2000,2001,2004,2004,2004,2006,2007,2008,2010	265	2	1996,1999
Ravalli County	11	274	4.5%	40,617	4.0%				
Corvallis	2	36				2001,2002			
Darby	2	16				2002,2003			
Hamilton	6	192				1997,1997,1998,2002,2004,2008			
Stevensville	1	30				1990			
Region 3 Totals	17	484	8.0%	118,776	11.8%		161	2	
Cascade County	7	263	4.3%	81,723	8.1%		161	2	
Great Falls	7	263				1987,1989,1989,1995,1995,2011,2012	161	2	1997,2012
Chouteau County	1	10	0.2%	5,904	0.6%				
Fort Benton	1	10				1988			
Glacier County	7	187	3.1%	13,711	1.4%				
Browning	5	154				2001,2003,2004,2006,2012			
Cut Bank	2	33				1991,2013			
Pondera County	0	0	0.0%	6,165	0.6%				
Teton County	0	0	0.0%	6,053	0.6%				
Toole County	2	24	0.4%	5,220	0.5%				
Shelby	2	24				1993,2012			
Region 4 Totals	11	382	6.3%	82,033	8.2%		0	0	
Broadwater County	0	0	0.0%	5,756	0.6%				
Jefferson County	1	36	0.6%	11,401	1.1%				
Boulder	1	36				2009			
Lewis and Clark County	10	346	5.7%	64,876	6.5%				
Helena	10	346				1993,1996,1998,2000,2002,2003,2004,2006,2007,2011			
Region 5 Totals	9	246	4.0%	70,914	7.1%		60	1	
Beaverhead County	1	24	0.4%	9,346	0.9%				
Dillon	1	24				2003			
Deer Lodge County	1	10	0.2%	9,227	0.9%				
Anaconda	1	10				2004			
Granite County	0	0	0.0%	3,109	0.3%				
Madison County	2	48	0.8%	7,733	0.8%				
Big Sky	2	48				1997,1998			
Powell County	2	48	0.8%	7,096	0.7%				
Deer Lodge	2	48				1992,1999			
Silver Bow County	3	116	1.9%	34,403	3.4%		60	1	
Butte	3	116				1998,2001,2010	60	1	2012
Region 6 Totals	15	218	3.6%	25,441	2.5%		0	0	
Blaine County	5	110	1.8%	6,683	0.7%				
Chinook	1	12				1996			
Fort Belknap	3	87				2000,2004,2006			
Hays	1	11				2000			
Hill County	9	102	1.7%	16,366	1.6%				
Havre	9	102				1987,1987,1987,1987,1988,1989,1993,2010,2013			
Liberty County	1	6	0.1%	2,392	0.2%				
Chester	1	6				1996			

EXHIBIT G

HOUSING TAX CREDITS							TAX-EXEMPT BOND FINANCING		
GEOGRAPHIC LOCATION	# OF PROJECTS	TOTAL UNITS	% of TOTAL UNITS	POPULATION July 2012	% of POPULATION	YEARS FUNDED	TOTAL UNITS	# OF PROJECTS	YEARS FUNDED
Montana	193	6,085	100%	1,005,141	100%		1,086	13	
Region 7 Totals	1	6	0.1%	21,578	2.1%		0	0	
Fergus County	0	0	0.0%	11,435	1.1%				
Golden Valley County	0	0	0.0%	839	0.1%				
Judith Basin County	0	0	0.0%	2,024	0.2%				
Musselshell County	0	0	0.0%	4,665	0.5%				
Petroleum County	1	6	0.1%	511	0.1%				
Winnett	1	6				1991			
Wheatland County	0	0	0.0%	2,104	0.2%				
Region 8 Totals	21	673	11.1%	110,105	11.0%		100	1	
Gallatin County	17	581	9.5%	92,614	9.2%		100	1	
Belgrade	4	84				1994,1996,1997,2000			
Bozeman	12	444				1988,1994,1998,1998,1998,2000,2001,2002,2003,2004,2004,2012	100	1	1999
West Yellowstone	1	53				1996			
Meagher County	1	10	0.2%	1,924	0.2%				
White Sulphur Springs	1	10				2008			
Park County	3	82	1.3%	15,567	1.5%				
Livingston	3	82				1994,1999			
Region 9 Totals	25	756	12.4%	187,870	18.7%		365	4	
Big Horn County	2	40	0.7%	13,061	1.3%				
Hardin	2	40				1992,1996			
Carbon County	2	33	0.5%	10,127	1.0%				
Joliet	1	1				1993			
Red Lodge	1	32				1998			
Stillwater County	1	32	0.5%	9,195	0.9%				
Absarokee	1	32				1997			
Sweet Grass County	1	24	0.4%	3,605	0.4%				
Big Timber	1	24				1994			
Yellowstone County	19	627	10.3%	151,882	15.1%				
Billings	17	587				1987,1989,1990,1991,1992,1992,1994,1996,1996,1998,1998,1999,2000,2002,2003,2006,2009	365	4	2004,2006,2006,2007
Laurel	2	40				1989,2002			
Region 10 Totals	15	260	4.3%	81,145	8.1%		0	0	
Carter County	0	0	0.0%	1177	0.1%				
Custer County	2	53	0.9%	11,888	1.2%				
Miles City	2	53				1999,2006			
Daniels County	1	11	0.2%	1,786	0.2%				
Scoby	1	11				1989			
Dawson County	1	18	0.3%	9,249	0.9%				
Glendive	1	18				2007,2008			
Fallon County	0	0	0.0%	3,024	0.3%				
Garfield County	0	0	0.0%	1,261	0.1%				
McCone County	0	0	0.0%	1,701	0.2%				
Phillips County	0	0	0.0%	4,128	0.4%				
Powder River County	0	0	0.0%	1,763	0.2%				
Prairie County	0	0	0.0%	1,157	0.1%				
Richland County	1	20	0.3%	10,810	1.1%				
Sidney	1	20				2012			
Roosevelt County	4	91	1.5%	10,927	1.1%				
Poplar	3	67				2007,2011,2013			
Wolf Point	1	24				2013			
Rosebud County	3	45	0.7%	9,396	0.9%				
Forsyth	2	36				1994,1994			
Lame Deer	1	9				2008			
Sheridan County	1	4	0.1%	3,580	0.4%				
Medicine Lake	1	4				1991			
Treasure County	1	12	0.2%	736	0.1%				
Hysham	1	12				1994			
Valley County	1	6	0.1%	7,505	0.7%				
Glasgow	1	6				1992			
Wibaux County	0	0	0.0%	1,057	0.1%				

GALLATIN FORKS



RECEIVED

AUG 19 2014

MDOC HOUSING

Housing Assistance Council

1025 Vermont Avenue, NW, Suite 606, Washington, DC 20005, Tel.: 202-842-8600, Fax: 202-347-3441, HAC@ruralhome.org

Web site: www.ruralhome.org

August 13, 2014

Mary Bair
Multifamily Program Manager
Montana Board of Housing
301 S. Park Ave
Helena, MT 59601

RE: PRLF Loan Request

Dear Ms. Blair:

This correspondence is to inform you that the Housing Assistance Council ("HAC") is interested in making a Preservation Revolving Loan (PRLF) to Syringa Housing or their affiliates for the purpose of acquiring and rehabilitating a Rural Development multi-family housing property in Manhattan, Montana named Gallatin Forks. The Housing Assistance Council will review all submitted application information and perform the required due diligence to ensure that HAC's eligibility requirements are met prior to underwriting and approval.

Upon receipt of a PRLF loan application, and evidence that you have approved a Low Income Housing Tax Credit reservation for Syringa Housing or their affiliates the processing action will commence.

Loan proceeds will be used in connection with the preservation and rehabilitation of USDA Rural Rental Housing properties, located in eligible areas, for occupancy by individuals and families with incomes at or below 80% of the Area Median Income.

More detailed terms and conditions will be provided upon the issuance of a loan commitment.

If more information is needed, please contact us.

Sincerely,

Moises Loza
Executive Director
Housing Assistance Council

Building
Rural
Communities

Celebrating
40 Years
1971-2011

Southeast Office
600 West Peachtree St., NW
Suite 1500
Atlanta, GA 30308
Tel.: 404-892-4824
Fax: 404-892-1204
Southeast@ruralhome.org

Midwest Office
10100 N Ambassador Drive
Suite 310
Kansas City, MO 64153
Tel.: 816-880-0400
Fax: 816-880-0500
Midwest@ruralhome.org

Southwest Office
3939 San Pedro, NE
Suite C-7
Albuquerque, NM 87110
Tel.: 505-883-1003
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Southwest@ruralhome.org

Western Office
717 K Street
Suite 404
Sacramento, CA 95814
Tel.: 916-706-1836
Fax: 916-706-1849
Western@ruralhome.org

HAC is an equal opportunity lender

STOWER COMMONS

From: Bair, Mary
To: Guariglia, Kelle
Subject: FW: Stower Commons
Date: Thursday, October 30, 2014 11:13:26 AM

From: Roxanna Brush [mailto:roxannab@bordersteelandrecycling.com]
Sent: Wednesday, October 29, 2014 3:13 PM
To: Bair, Mary
Subject: Stower Commons

Mary,

I hope my comments are not too late. I did lose my letter.

Miles City is in need of Affordable Housing such as is presented to you with the Stower Commons. Currently in Miles City, two bedroom houses are renting for \$900.00 a month with all the utilities to go with it. What makes the Stower Commons more appealing is the location. One block from the college, one block from the elementary school, one block from a church, one block from the federally qualified health center or the Veteran's Clinic, and one block from bustling Haynes Avenue. Southgate has low income housing but transportation is an issue as groceries, schools and healthcare are more than three miles from this area. The Cornerstone is a low income apartment building but is located in a deteriorated part of town and one block from the horn blowing railroad tracks. Both of my daughters are single mothers, they have both applied for low income housing. One daughter applied to the Cornerstone as soon as she could when she separated from her husband. Because the divorce was up in the air and the child support was not settled, she was turned down. Now she lives in low income at Southgate. My other daughter will not leave her cats and dogs so she struggles with high rent and utilities, living from paycheck to paycheck. With the effects of the Bakken, I can only see our rent going higher. Homes that were selling for \$100,000.00 are now selling for \$300,000.00. As our community grows we need projects like the Stower Commons for our vulnerable families. Please consider funding for this project.

Roxanna J. Brush

Miles City Ward IV Councilperson

Human Resource Committee Chair

Public Safety Committee Member

Miles City Planning Board Chair

Miles City Health Board Member

MILES CITY HOUSING AUTHORITY

M. Melissa Hartman, Administrator • 310 N. Jordan • Miles City, MT 59301

Telephone: (406) 234-3433
Fax: (406) 234-3329
email: mhartman@midrivers.com

RECEIVED

AUG 18 2014

August 14, 2014

MDOC HOUSING

Mary S. Blair

Multifamily Program Manager

Montana Board of Housing

PO Box 200528

Helena, MT 59620-0528

Re: Proposed Stower Commons Tax Credit Project, Miles City

Dear Mary:

Just recently I learned that a tax credit project is in the planning stages for Miles City called Stower Commons. The proposed plan indicates that thirty tax credit units will be built if tax credit funding is allocated.

As the Administrator of the Miles City Housing Authority and Manager of The Cornerstone, a tax credit project in Miles City that has been running successfully since rent-up I am compelled to write to you with some great concerns.

Although Mr. Alex Burkeholter's Stower Commons project would be new construction, I cannot support the project. I do not believe Miles City can support these additional units at this time. I base this belief on the hard facts and the realities of our housing needs here in Miles City, not to mention the waiting list for The Cornerstone (or lack of). We do not have a waiting list for two and three bedroom units and have not had for quite some time. The Cornerstone stays full, but I repeat, there is not a waiting list for the two and three bedroom units. Yet Mr. Burkeholter's project proposes to add 27 two and three bedroom tax credit units to the inventory Miles City currently has. I do have, however, a very lengthy waiting list for one-bedroom units – currently there are sixteen individuals on The Cornerstone waiting list for a one-bedroom.

The Market Study performed for the Stower Commons, I believe, is not accurate since it states there are "long waiting lists for affordable units."

In the last two years there have been seventy new, market-rate two and three bedroom units built in Miles City and approximately another forty new market-rate units in the planning stage. These new developments, even though market-rate, obviously influence the dynamics of available units. Those moving to the market-rate units are freeing up rental units within Miles City and although a few of these



units may be considered sub-par most are not. I hope you keep this in mind if this argument presents itself.

The Bakken oil fields in North Dakota has not had that much influence on Miles City's need for more rental units although this argument seems to be used frequently. Miles City's growth is small – but the growth is not enough to even warrant a new liquor license for our community for the twelve that are being made available this year around the state (Billings Gazette article of 8/3/14). Please note that that article stated Billings will be receiving six of the twelve because of their growth.

I would hate to see The Cornerstone and any other tax credit property sit for months with vacant units because there are too many tax credit units in town, all trying to serve the same small pool of applicants. Please keep in mind there are just so many that would qualify for these units and an overabundance of inventory will put in jeopardy those that are successful.

Thank you for your time and consideration.

Most sincerely,

A handwritten signature in cursive script that reads "Melissa Hartman". The signature is written in black ink and is positioned above the typed name.

Melissa Hartman

Administrator



CITY OF MILES CITY

17 S. 8th, P.O. Box 910
Miles City, MT 59301

Telephone: (406) 234-3462
Fax: (406) 234-2903

August 12, 2014

Alex Burkhalter
Housing Solutions LLC
5014 Elk Hills Ct
Missoula MT 59803

RE: Stower Commons Affordable Housing Property

Dear Mr. Burkhalter:

Please accept this letter as our enthusiastic support of your proposed Stower Commons Affordable Housing Property. We appreciate the time you have spent in Miles City and bringing this project before the city council on July 8th and again on August 12.

Stower Commons will meet a great need in Miles City. Our community is experiencing the effects of the Bakken Oil Development in a big way. Safe, decent and affordable housing has become increasingly difficult to locate for the desperately needed employees of our service, hospitality and retail employers. In the last two years Miles City has seen two new apartment complexes totaling 72 units open, but those who need it most can't afford the rents ranging from \$995 to \$1,695 per month at these properties.

The proposed property is ideally located in Miles City. Grocery/Pharmacy, Miles City Community College, Wal-mart, Banking, Highland Park Elementary, Billings Clinic, and our popular Wibaux Park are all within walking distance, along established streets with sidewalks. Not only are these places able to offer services to the residents, but these and other businesses in the immediate area will provide job opportunities for your residents. In turn, you will provide badly needed homes for these workers.

Miles City recognizes the incredible need for very low to low income housing in our community. We so desire to see this project in our community, that the city council has agreed to reduce the building permit and the water/sewer connection fees by 50% for this project. Further, recognizing that every dollar counts, we are willing to reduce the parking requirement to 1.5 stalls per unit to reduce your land costs. As our economy and community continues to grow, our desire is to see all residents, at all places on the economic ladder, benefit and be able to enjoy safe, decent and affordable housing.

Please contact us with any further questions for needs for your project.

Kindest Regards,

Chris A. Grenz
Mayor

MILES CITY AREA ECONOMIC DEVELOPMENT COUNCIL

1010 Main Street, Miles City, Montana 59301
Email: milesecon@midrivers.com

Phone: 406-234-2705

Fax: 406-234-5705

Website: 4miles-city-business.com

Tuesday, August 12, 2014

Alex Burkhalter
Housing Solutions LLC
5014 Elk Hills Ct
Missoula MT 59803

RE: Proposed Stower Commons Affordable Housing
Miles City, Montana

Dear Mr. Burkhalter,

On behalf of the Miles City Economic Development Council Board of Directors and myself I want to congratulate you on this proposed project and give you this letter in support of your proposed affordable rental housing project. Miles City has seen a significant increase in demand for affordable housing and rental housing in the last several years. Evidence of this is the nearly instant lease up of the two new projects in town, which have rents significantly higher than this project.

The need for more affordable housing can be felt when simply running a few errands around town. Retailers, restaurants and other service providers are all short and help. They can't fill the jobs because there is nowhere for the prospective employee's to call home. Some of the larger businesses are struggling with maintaining job levels, much because of housing issues in and around Miles City and employees having to drive from other communities where they have had to locate.

Your projects location behind Albertson's will also be a great advantage to your residents. Shopping, schools, parks, restaurants and medical services are all within walking distance. Miles Community College is close by and may be a fit for some of the students who qualify providing there are any spaces to rent. We believe this will be beneficial to the community.

Thank you for your pursuit of this project and I wish you the best of luck on your application.

Regards,


Mike Coryell
Executive Director



First Interstate Bank
1115 Main St.
P.O. Box 1237
Miles City, MT 59301-1237
406-232-5590
www.firstinterstatebank.com

August 18, 2014

Alex Burkhalter
Housing Solutions LLC
5014 Elk Hills Ct
Missoula MT 59803

RE: Proposed Stower Commons Affordable Housing
Miles City, Montana

Dear Alex,

Thank you for visiting with me about your proposed affordable rental housing project, Stower Commons. Miles City needs more housing, and affordable housing is at the top of the list. Please accept this letter as our support of your project.

Your project will serve a great need over the long term. The income and rent restrictions will ensure that your units will remain affordable to those who need them.

The location of your project will be a great benefit to your residents. All services (grocery, shopping, parks, restaurants, schools, medical offices) are only a few blocks away.

Please let me know if you there is anything further I can do to help with your application.

Regards,

A handwritten signature in black ink, appearing to read 'Jeff Rodenbaugh'.

Jeff Rodenbaugh
Branch President
First Interstate Bank-Miles City

MC Miles City Area Chamber of Commerce

8/18/2014

Alex Burkhalter
Housing Solutions LLC
5014 Elk Hills Ct
Missoula MT 59803

RE: Proposed Stower Commons Affordable Housing
Miles City, Montana

Dear Alex,

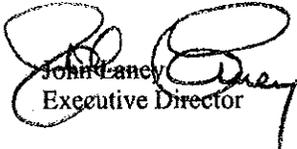
The Miles City Chamber of Commerce would love to not only support your application but see the project completed. We hear regularly from our members in the business community that housing is a huge obstacle for hiring and retaining employees.

It's not just business either, our Facebook page was abuzz with interest, "Like's and Shares" when we posted your proposed project. Miles City needs this project and Miles City residents want to see it done.

The location of your project will be a great benefit to your residents. All services (grocery, shopping, parks, restaurants, schools, medical offices) are only a few blocks away.

Thank you for your pursuit of this project and I wish you the best of on your application.

Regards,


John Lancy
Executive Director

511 Pleasant St. - Miles City, MT 59301 406-234-2890
mcchamber@mcchamber.com www.milescitychamber.com

URBAN MISSOULA

Bair, Mary

From: Alex Taft <ATaft@ci.missoula.mt.us>
Sent: Tuesday, September 09, 2014 11:02 AM
To: Bair, Mary
Cc: John Engen; Grp. City Council and City Web Site; Andrea Davis; Lori Davidson
Subject: Low income tax credit program - support for Missoula projects

Dear Mary,

I hope you will fund the two Missoula projects, River Ridge and Urban Missoula. These two projects address different populations, elderly and family. Although, through your graces, Missoula has received approval for several past projects, please keep in mind that Missoula has one of the lowest vacancy rates for rental housing in the state, and half the national average vacancy rate.

In addition to these projects we are attempting to address this market imbalance by increasing student housing, with the help of the university, and increasing market rate housing downtown and in the Sawmill District. Yet we have a long way to go, and approving the two low income programs will provide relief to our residents who find it difficult to compete in the private market. Thanks so much for considering my request.

Alex Taft
Missoula City Councillor, Ward 3
406-218-8438

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JOHN ENGEN

OFFICE OF THE MAYOR

435 RYMAN MISSOULA, MONTANA 59802-4297

August 19, 2014

Andrea Davis
Homeword
1535 Liberty Lane, Suite 116A
Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

The City of Missoula endorses the affordable housing development that Homeword is proposing along the Clark Fork River in Missoula's Riverfront Neighborhood.

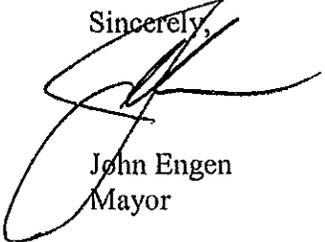
The proposed development would make affordable housing available to households earning less than 60% Area Median Income for 46 years. It is consistent with the City's Consolidated Plan, addressing Objective #2: "Increase and preserve the supply of affordable rental units for low-and moderate-income households, including special needs persons. Activities may include acquisition, rehabilitation and new construction."

One key aspect the proposed development addresses is access to transportation, trails and recreation. It is to be located on vacant land near McCormick Park, Silver Park, the Milwaukee Trail, the California street bridge and Ogren Stadium, to name a few.

The City has recognized the need for affordable housing as part of the solution in our 10 Year Plan to End Homelessness and understands that this proposed development would increase the amount of much needed affordable housing available in Missoula as the 10 Year Plan is implemented. The City also supports the inclusion of workforce housing in the Old Sawmill District, Missoula's latest urban infill redevelopment site.

Thank you for your consideration of this project.

Sincerely,



John Engen
Mayor



Turning the Wheel

Turning the World Toward Our Youth

Andrea Davis
Homeword
1535 Liberty Lane, Suite 116A
Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

As a longtime supporter of Homeword and homeowner near the proposed location of Homeword's next affordable housing development in Missoula, I am thrilled to learn of and to support this project. My founding of Howell Street Commons, an urban eco-village on the West Side of Missoula, provided me with another avenue to promote sustainably built housing. I understand the need for affordable housing in Missoula that is safe, decent and healthy. Such housing can greatly impact family stability, and thus the viability of an entire community. As you say, Homeword works to provide sustainable communities for all.

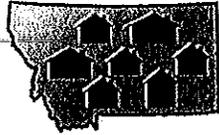
I understand the proposed project would be located on vacant land near the Clark Fork River and would make affordable housing available to households earning less than 60% Area Median Income, with rents made affordable for 46 years. That is fantastic! I think it's wonderful that the property would give 26 units, from studios to three bedrooms, amenities such as an onsite management office, an elevator, onsite laundry rooms as well as washer/dryer hook-ups and dishwashers in the two and three bedrooms, private decks or patios, separate storage rooms for residents, a resident computer work station and an outdoor patio.

Another key component when considering housing is transportation. The site is conveniently located close to bus routes as well as many trails and recreation areas, including the California Street pedestrian bridge, the Milwaukee Trail, Ogren Stadium, McCormick Park, Silver Parks and the Montana Natural History Center.

Missoula desperately needs more units of safe, healthy, affordable housing. I am extremely supportive of Homeword's proposed development in the Old Sawmill District and hope other community partners recognize the value this investment would bring to our community.

Sincerely,

Lizzi Juda
founder and co-director
Turning the Wheel Missoula
building vibrant, healthy community through creative self expression



August 15, 2014

Montana Board of Housing
PO Box 200528
Helena, MT 59620-05285

Regarding: Homeword's Sawmill Project, Missoula, MT

NeighborWorks® Montana supports Homeword's application for Low Income Housing Tax Credits for the Sawmill project proposed at the corner of California and Montana streets. We believe that Homeword continues to provide housing in Missoula that offers opportunities for a variety of residents to be able to afford safe and healthy housing in Missoula. NeighborWorks Montana has a significant partnership with Homeword, including our homebuyer education and counseling programs. Currently we are working with Homeword as one of the participants in our Financial Capability Pilot, with much discussion about targeting residents of Homeword's rental projects for financial coaching.

In addition to our partnership in education and counseling, NeighborWorks Montana has frequently functioned as an interim/short term lender for Homeword's housing development projects. We have financed land acquisition, bridged LIHTC funds, and provided flexible financing on several projects in different ways. The types of projects developed by Homeword are the exact types of projects we created our Real Estate Development and Acquisition Fund to finance—providing short term and bridge financing to make projects happen and filling a gap in the financing available. Typically these loans are short term, 3-5 years maximum, quarterly interest only, and the current pricing is 5.5%. Our financing would stay in the project until construction begins, and we may continue to provide financing through the construction process through a "participation agreement" with the construction lender. NeighborWorks Montana will be submitting for additional funding for its projects through various sources including the Dept. of Treasury CDFI fund.

Please contact me should you have any questions at 406-458-8704.

Sincerely,


Maureen J. Rude
Operations Director

509 1st Avenue South • Great Falls, MT 59401
E-mail: info@nhsgf.org Website: www.nwmt.org
(406) 761-5861 • Fax (406) 761-5852





DEVELOPMENT SERVICES

435 RYMAN • MISSOULA, MT 59802 - 4297 • (406) 552-6630 • FAX: (406) 552-6053

Andrea Davis

Homeward

1535 Liberty Lane, Suite 116A

Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

The City of Missoula Development Services, Planning Division would like to offer its support of Homeward's proposed affordable housing development in Missoula's Riverfront Neighborhood. This housing project falls in line with what we've been hearing during the Our Missoula Listening Sessions regarding the need for affordable housing within the core of our community.

A primary principle of the ongoing City of Missoula Growth Policy development project referred to as "Our Missoula" is to support focusing inward with development, public facilities and community service efforts. Missoulians selected in three separate previous processes the "focus inward" approach to developing the built environment in a way that considers efficient public services, preservation of natural resources and availability of existing lands. Focus Inward highlights sustainable inward development rather than consumption and expansion into open space, agricultural areas and areas of natural beauty. This also leads to revitalizing and creating new energy in already established community areas.

This proposed project, located in the Riverfront Neighborhood, will be served by existing streets and roads and existing utilities, located within walking distance to schools, parks, recreational opportunities, grocery stores and other services. The proposed area will help to revitalize the existing neighborhood to the west and function as a transition to other potential development to the east. Homeward has historically shown an emphasis on providing safe, healthy, affordable housing in Missoula that is easily accessible and often features open or green space as a benefit to its residents. The Planning Division of Development Services understands that Homeward's proposed development near the Clark Fork river will create 26 units of affordable housing for households earning less than 60% Area Median Income while also providing an exceptional example of new development within the core of the community relating to existing services.

Thank you for proposing this much needed housing initiative for Missoula.

Sincerely,

A handwritten signature in cursive script that reads "Laval Means".

Laval Means

Planning Manager

EST. 1982

MISSOULA *aging* SERVICES

WE'RE PROUD *of* OUR YEARS

Andrea Davis
Homeward
1535 Liberty Lane, Suite 116A, Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

I am writing in support of Homeward's proposal to build 26 units of sustainable, affordable rental housing for low income families and to target the growing elderly population along with other people on fixed incomes.

Missoula County will experience a **55% increase** in the **65 and older population** between 2000 and 2030. **Missoula Aging Services' mission is to promote the independence, dignity and health of older adults and those who care for them. We celebrate people of all abilities as they age, striving to make Missoula County a wonderful place to live.** As Missoulian's age, the homes where they raised their families may no longer meet their physical needs and become impossible to maintain and rehabilitate on a low, fixed income. It is a difficult decision to give up a home and neighborhood. Therefore, it is important that there are attractive alternative housing options available in our community such as you are proposing.

The issue of visitability of homes is coming to the forefront due, in part, to our aging population. We are pleased to see that the proposal will provide homes for households earning less than 60% Area Median Income and includes visitable as well as fully accessible units. In Missoula, 42% of those who are 65 and older have one or more disabilities, which affect their degree of independence.

The proposed site is located close to public transportation and many Missoula amenities - the Milwaukee Trail, the California St. pedestrian bridge, the MT Natural History Center, Ogren Stadium and McCormick and Silver Parks. On-site amenities helpful to seniors include an elevator, private decks/patios, laundry rooms, washer/dryer hook-ups and dishwashers in some units, separate resident storage rooms, a computer work station for residents, a management office, and an outdoor resident patio/barbecue area.

If this application is approved, MAS commits to working closely with Homeward to make sure that senior residents receive the services necessary to continue to live independently.

*Best 3 Luck,
Debbie Lester, CFO
Missoula Aging Services
8/18/14*

T 406.728.7682 F 406.728.7687
337 Stephens Ave | Missoula, MT 59801
MISSOULAAGINGSERVICES.ORG

Mountain



Line

Andrea Davis
Homeword
1535 Liberty Lane, Suite 116A
Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

I am writing in support of Homeword's application for Montana Housing Tax Credits to the Montana Board of Housing for an affordable housing development in Missoula's Riverfront Neighborhood.

As a provider of public transportation in Missoula, the Missoula Urban Transportation District/Mountain Line is very familiar with the need for access to transportation. We are proud to provide safe, comfortable and reliable bus transportation to the community. Many people rely on Mountain Line as their primary mode of transportation. Others choose to take Mountain Line for the convenience or environmental benefits. The services that Mountain Line provides are essential components of Missoula's integrated, multi-modal transportation system.

I understand that Homeword's proposed project would be located on vacant land near the Clark Fork River and would make affordable housing available to households earning less than 60% Area Median Income, with rents made affordable for 46 years. Housing and transportation go hand in hand. Transportation in Missoula is a significant consideration for people when they are looking for housing. The site is conveniently located close to bus routes as well as many trails and recreation areas.

A convenient, efficient transit system is about much more than buses. Our partners help promote and facilitate alternative transportation, shared rides and the resulting benefits – better health, cleaner air, reduced traffic congestions, easier parking and more. Homeword has purchased annual bus passes for its Missoula residents for several years in order to provide them with these benefits and most recently committed to use those funds to support fare free ridership that will begin in January 2015 so that all individuals in our community will have access to our transportation and subsequent benefits at no cost. This will coincide with Mountain Line's increase in late evening service, more frequency of buses on the fixed routes and an increased level of door-to-door service for seniors and people with disabilities.

Missoula is in need of more units of affordable housing that have easy access to transportation and offer other much needed benefits to our community. Therefore, I ask that the Montana Board of Housing allocate tax credits to support this much needed proposed housing project in Missoula.

Sincerely,

Michael Tree
General Manager

Missoula Urban Transportation District
1221 Shakespeare • Missoula, MT 59802 • 406/543-8386 • FAX 406/543-8387
www.mountainline.com

August 20, 2014

Montana Board of Housing
301 S. Park Avenue
Helena, MT 59601

Dear Sir or Madam:

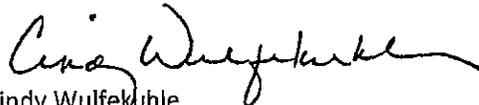
On behalf of the Missoula City-County Department of Grants and Community Programs, I am writing to express my support for Homeword's application for Montana Housing Tax Credits for an affordable housing development in Missoula's Riverfront Neighborhood.

The proposed project directly addresses one of the City of Missoula's 2014-2018 Consolidated Plan objectives, which is to increase and preserve the supply of affordable rental units in Missoula. Homeword's proposed development would create 26 units of affordable rental housing for households earning less than 60% of the Area Median Income, and the units would remain affordable for a period of 46 years.

The proposed project is responsive to the low inventory and high cost of available rental units in Missoula. In 2012, approximately 58% of renter households in Missoula paid 30% or more of their household income on rent. Additionally, the current vacancy rate for rental housing in Missoula is 4.6%, which is well below the national average. Many of the rental units that are available and affordable for low-income people do not meet safe, decent, or sanitary housing standards. They are also often located far from public transportation routes and employment hubs. Homeword's project would increase the supply of safe, decent, sanitary, and affordable rental housing in Missoula and would also be located near public transportation routes and many community services and amenities.

Homeword has a proven track record of building high-quality, desirable, sustainable affordable housing units in Missoula and in other communities across the state. As a housing developer, Homeword has played a critical role in helping to house low-income families in Missoula. I strongly urge the Montana Board of Housing to approve Homeword's application for Montana Housing Tax Credits. Please feel free to contact me if there is anything else I can do to demonstrate my support for this development.

Sincerely,


Cindy Wulfekuhle
Director



August 18, 2014

Andrea Davis
Homeword
1535 Liberty Lane, Suite 116A
Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

The City of Missoula Redevelopment Agency (MRA) is proud to support the affordable housing development that Homeword is proposing along the Clark Fork River in Missoula's Riverfront Neighborhood. We have long supported the inclusion of workforce housing in the Old Sawmill District, but have found it challenging to accomplish, so we are excited about this project.

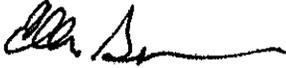
The MRA understands that this development will create 26 units of affordable housing for households earning less than 60% Area Median Income and keep the units affordable for 46 years. This project will contain a number of amenities including an elevator, private decks/patios, on-site laundry rooms, washer/dryer hook-ups and dishwashers in the two and three bedroom units, separate resident storage rooms, a computer work station for residents, an on-site management office, and an outdoor resident patio/barbecue area.

After nearly 100 years as a lumber mill, a 45-acre site along the south shore of the Clark Fork River has been cleaned up and made ready for an urban-density, multi-use residential and commercial neighborhood. MRA, in partnership with the private development group, has led efforts for this site, now called the Old Sawmill District, which is adjacent to the downtown core of Missoula and established residential neighborhoods. In addition to plans for a new mixed use neighborhood, the project features Silver Park, an extensive trail system and parking for the civic stadium, which hosts the Missoula Osprey minor-league baseball team and other events.

The MRA recognizes that an additional benefit of the proposed development is its easy access to public transportation and public infrastructure. It is located at the hub of the two major commuter trails serving Missoula. In addition to proximity to the commuter trail system, there are recreational trails and amenities, including close proximity to the California Street Bridge and Silver Park at the project's doorstep. Silver Park is a nearly 15-acre riverfront public park developed by the MRA. The park includes a riverfront trail, pavilion, bench shelters, parking lot and boat ramp in addition to open space. Residents of this proposed housing project would be able to easily access and enjoy such amenities.

The Missoula Redevelopment Agency is proud to endorse Homeword's proposed affordable housing project and stands ready to assist in whatever way possible. MRA hopes that the Montana Board of Housing will support the project as well.

Sincerely,



Ellen Buchanan
Director



1235 34th Street, Missoula, MT 59801

406-549-4113 FAX: 406-549-6406 TTY: 800-253-4091
EMAIL: info@missoulahousing.org WEB: www.missoulahousing.org

August 18, 2014

Andrea Davis
Homeword
1535 Liberty Lane, Suite 116A
Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

I am writing in support of Homeword's application for Montana Housing Tax Credits to the Montana Board of Housing for an affordable housing development in Missoula's Riverfront Neighborhood.

I have been told that the proposed project would be located on vacant land near the Clark Fork River and would make affordable housing available to households earning less than 60% Area Median Income, with rents made affordable for 46 years. It would have 26 units, from studios to three bedrooms, and include amenities such as an onsite management office, an elevator, onsite laundry rooms as well as washer/dryer hook-ups and dishwashers in the two and three bedrooms, private decks or patios, separate storage rooms for residents, a resident computer work station and an outdoor patio.

Transportation in Missoula is a significant consideration for people when they are looking for housing. The site is conveniently located close to bus routes as well as many trails and recreation areas, including the California Street pedestrian bridge, the Milwaukee Trail, Ogren Stadium, McCormick Park, Silver Parks and the Montana Natural History Center.

As a peer to Homeword in the affordable housing field and manager of many affordable housing projects, the Missoula Housing Authority has a very good understanding of the importance of this type of housing in Missoula and can attest to the fact that it is greatly needed. There are currently over 1,900 people on the wait lists for affordable housing that we manage, including Homeword's properties and our own, and which we have extremely low vacancy rates for. Market studies continue to demonstrate that affordable housing vacancy rates are consistently under 2%. Funding cuts in federal subsidy programs severely impact our ability to assist renting households (and are predicted to be even deeper in FY 2015), yet the median household income in Missoula is still much lower than the national median income.

Missoula Housing Authority supports all efforts to increase affordable housing in Missoula, and strongly encourages the board to allocate these important resources to our community.

Sincerely,

Lori Davidson

Executive Director

Equal Housing Opportunity



Equal Opportunity Employer



Home ReSource
A Building Materials Re-Use Center

Andrea Davis
Homeword

1535 Liberty Lane, Suite 116A
Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

Dear Andrea:

As a partner of Homeword, Home ReSource is excited about Homeword's proposed affordable housing development in our neighborhood. Over the years, our partnership with Homeword has furthers our mission of collecting and selling reusable building materials to reduce waste and build a vibrant and sustainable local economy.

Affordable housing is important to the economic health of Missoula and its citizens. Home ReSource appreciates that this development will create 26 units of affordable housing for households earning less than 60% Area Median Income and keep the units affordable for 46 years. We understand the value that amenities such as an elevator, private decks/patios, on-site laundry rooms, washer/dryer hook-ups and dishwashers in the two and three bedroom units, separate resident storage rooms, a computer work station for residents, an on-site management office, and an outdoor resident patio bring to safe, affordable housing developments.

It is exciting to watch the reuse of the Old Sawmill District, which is close to downtown Missoula and along the Clark Fork River. Residents will enjoy close access to transportation, trails and parks. They will also benefit from efficient design that will make their utilities more affordable. Sustainable design of this project and the potential use of reclaimed materials will have further positive impact on the Missoula community.

Home ReSource would proudly welcome another Homeword project to our neighborhood and offers our full support for this safe, healthy, affordable housing development that is greatly needed by our community.

Sincerely,

Simon Detar
Home ReSource Store Manager
1515 Wyoming Street, Suite 100
Missoula, MT 59801 - 406-541-8300



MISSOULA PARKS AND RECREATION DEPARTMENT

600 CREGG LANE, McCORMICK PARK • MISSOULA, MT 59801 • (406) 721-7275 • FAX: (406) 652-6275
PARKS • RECREATION • URBAN FORESTRY • OPEN SPACE • TRAILS

Andrea Davis
Homeword
1535 Liberty Lane, Suite 116A
Missoula, MT 59808

RE: Proposed Affordable Housing Project in Missoula

August 20, 2014

Dear Andrea:

The City of Missoula Parks and Recreation Department is proud to support the affordable housing development that Homeword is proposing along the Clark Fork River in Missoula's Riverfront Neighborhood.

The Parks Department sees several key values to this project. The proposed development will create 26 units of affordable housing for households earning less than 60% Area Median Income. The proposed development will also provide easy access to transportation, trails and recreation, especially in light of its proximity to McCormick and Silver Parks. McCormick Park is situated nearby in the heart of Missoula and its downtown location and wonderful amenities are among the most accessible in our state! McCormick Park contains Currents Aquatic Center, a state-of-the-art indoor aquatic facility, Silver's Lagoon, a wheelchair-accessible children's fishing pond, baseball diamonds, and MoBASH Skate Park. McCormick Park also contains "Silver Summit: A Playground for Everyone," a newly-constructed, all abilities playground, with abundant parking, ADA-compliant, full-service family restrooms, and accessible riverside trails. McCormick Park is also home to numerous special events, summer and after-school programs. For example, the annual Fall Family Fest attracts over 1000 people each year to celebrate the changing season. And Parks and Recreation is committed to continuing and expanding special events, camps and after-school programs to provide inclusive recreational and educational opportunities at McCormick Park and the All-Abilities Playground.

Silver Park is a recently constructed park in the heart of Missoula's Sawmill District. Steeped in history, and a unique partnership among numerous state, local and federal agencies to clean up the old Mill Site, Silver Park provides a wonderful location for recreation, picnics, river access and scenic views of the Missoula Valley.

The City of Missoula Parks and Recreation Department wholeheartedly endorses this affordable housing project and wishes you all the best in receiving support from Montana Board of Housing as well.

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth W. Erickson".

Elizabeth W. Erickson
Open Space Program Manager
Missoula Parks and Recreation Department

Parks and Recreation... The Benefits Are Endless!™

CURRENTS AQUATICS CENTER, 600 CREGG LN., McCORMICK PARK • SPLASH MONTANA, 3001 BANCROFT, PLAYFAIR PARK
AN EQUAL EMPLOYMENT OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER M/F/V/H • WWW.MISSOULAPARKS.ORG

Heather McMilin

From: Heather McMilin
Sent: Monday, August 18, 2014 9:06 AM
To: Julie Stiteler; Ashley Grant
Subject: FW: Letter of Support - HW Msla project

Patty will be following up the week of the 25th with a more formal letter of support and we can also get a MOU with her for referral. Let's try again later this week to get an email from her on the referral. Please include this in the application.

From: Patty Kent [<mailto:pkent@wmmhc.org>]
Sent: Friday, August 15, 2014 5:35 PM
To: Heather McMilin
Subject: RE: Letter of Support - HW Msla project

Heather. I am out of the office for most of August consider this a note of strong support. Letter to follow
Patty kent
Wmmhc

Sent using OWA for iPhone

Bair, Mary

From: Alex Taft <ATaft@ci.missoula.mt.us>
Sent: Tuesday, September 09, 2014 11:02 AM
To: Bair, Mary
Cc: John Engen; Grp. City Council and City Web Site; Andrea Davis; Lori Davidson
Subject: Low income tax credit program - support for Missoula projects

Dear Mary,

I hope you will fund the two Missoula projects, River Ridge and Urban Missoula. These two projects address different populations, elderly and family. Although, through your graces, Missoula has received approval for several past projects, please keep in mind that Missoula has one of the lowest vacancy rates for rental housing in the state, and half the national average vacancy rate.

In addition to these projects we are attempting to address this market imbalance by increasing student housing, with the help of the university, and increasing market rate housing downtown and in the Sawmill District. Yet we have a long way to go, and approving the two low income programs will provide relief to our residents who find it difficult to compete in the private market. Thanks so much for considering my request.

Alex Taft
Missoula City Councillor, Ward 3
406-218-8438

Messages and attachments sent to or from this e-mail account pertaining to City business may be considered public or private records depending on the message content. The City is often required by law to provide public records to individuals requesting them. The City is also required by law to protect private, confidential information. This message is intended for the use of the individual or entity named above. If you are not the intended recipient of this transmission, please notify the sender immediately, do not forward the message to anyone, and delete all copies. Thank you

GUARDIAN APARTMENTS



Cooperative Health Center • 1930 9th Ave., Helena, MT 59601 Phone 406•443•2584 Fax 406•457•8992
Parker Medical Clinic • PO Box 729, Hwy. 200 West, Lincoln, MT 59639 Phone 406•362•4603 Fax 406•362•4590

August 21, 2014

Kirk Bruce
Affiliated Developers

Re: Guardian Apartments

This letter is written in support of the project intended to remodel and rehabilitate the Guardian Apartments located here in Helena. I am employed as a Case Manager for the Cooperative Health Center. Much of my time is spent helping patient's locate and obtain affordable housing. For many of them the Guardian Apartments are the best option as they provide housing for the Elderly and Disabled who are on a limited income. It is especially rewarding when someone can move out of a slum that they are paying most of the income to stay in, or a Sleeping Room Only (SRO), and move into an apartment that is safe, secure, and affordable. The Guardian is centrally located and is on a bus route. Many of them take advantage of the meal program provided at the Guardian. I have occasion to see these apartments when I help someone get leased up or stop by to see them for other reasons. Over the years the apartments have really begun to show their age. I support your project to revamp and remodel these apartments. I especially support the plan to include a more full sized kitchen. As it stands there is no oven and no counter or cupboard space. I am in full support of this project. It will benefit many people that I serve as well as other individuals in our community who need safe affordable housing. Please feel free to call me with any questions or concerns..

Sincerely,

Terri Losey
Case Manager
HealthCare for the Homeless (406)461-0516

Kirk Bruce
Executive Director
kirk@a-developers.com

Cindy Paradis
Adult Protection Specialist
Helena, MT
Cparadis2@mt.gov

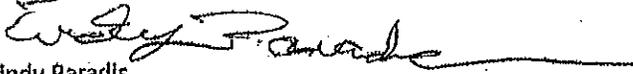
Dear Kirk,

This letter is to show my support for the renovation of the subsidized housing units located at 520 Logan in Helena, known as the Guardian Apartments. This building has been a home to many elderly and disabled individuals that would otherwise be homeless. The interior and exterior of the building is very dated and in need of updating and repairs. The building is located in a very good area for individuals that do not have transportation. It is close to social service agencies, medical clinics and grocery stores. It is convenient for caregivers to reach their clients. I strongly support the renovation of this building to provide a healthy and safe home for this community's most vulnerable residents.

My suggestion for the building is to renovate it in a manner that provides for safe food preparation and storage. Many of the residents could benefit from a café or snack bar that provides healthy and nutritious meals options. Bed bugs have been an ongoing problem at the building. The building needs to be renovated in a manner that is easily treated and disinfected.

Again, I strongly support making this building a safe, comfortable and affordable living option for the most vulnerable residents of this community.

Sincerely,


Cindy Paradis
Adult Protection Specialist
Helena, Mt.



Center for Mental Health

900 North Jackson
Helena, MT 59601

(406) 495-8545
FAX (406) 443-6809

August 19, 2014

To whom it may concern,

I am writing in regards to the need of keeping and improving the Guardian Apartments. I have several clients that live in the Guardian Apartments and without this facility they would either be in Warm Springs; the state hospital, in group homes or on the street. My clients have either medical issues, a serious and persistent mental illness or both that at times prevents them from safe housing like Guardian is able to offer. Due to having twice a day meals offered, and a staff that understands and accommodates my client's needs and rent based on their income, they are able to have a quality of life that otherwise wouldn't be offered to them. They are given the chance to live independently with support systems that they would otherwise not have the opportunity to do so. There are some renovations that should occur that were discussed at the community meeting, and these renovations will only improve the quality of their habitat. I cannot express the extreme need to keep the Guardian Apartments and would be very sadden to see it destroyed. Thank you for letting me express my concerns and wishes.

Sincerely,

Brenda Walker

Brenda Walker
PACT Adult Case Manager

OCT 21 2014

DOC HOUSING



Lewis & Clark
C O U N T Y



BOARD OF COUNTY COMMISSIONERS

Andy Hunthausen

Michael A. Murray

Susan Good Geise

City County Building 316 North Park Helena, Montana 59623 406.447.8304 Fax: 406.447.8370

October 17, 2014

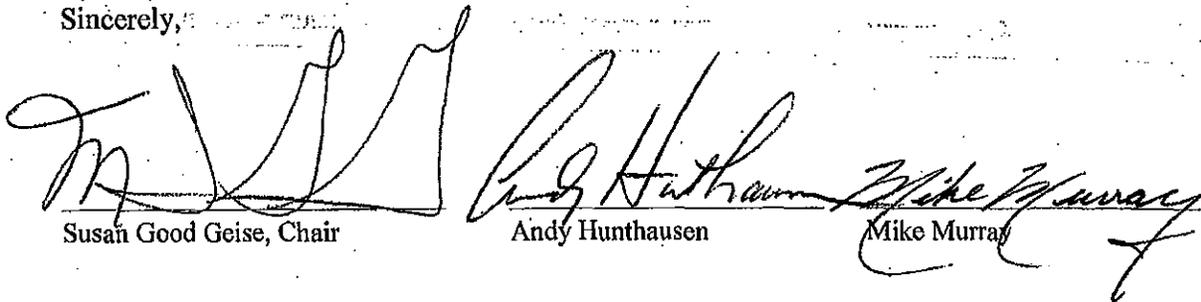
Mary S. Bair
Multifamily Program Manager
Montana Board of Housing
Post Office Box 200528
Helena, Montana 59620-0528

Dear Ms. Bair:

The commissioners of Lewis and Clark County are in support of the low income tax credit application made by Detroit Afford Homes/Affiliated Development for the Guardian Apartments project. There is a great need for additional, well maintained, housing for the elderly and disabled living in our community and funding this project will help meet that need.

Thank you in advance for approving the Guardian Apartments Low Income Tax Credits project.

Sincerely,



Susan Good Geise, Chair Andy Hunthausen Mike Murray



Cooperative Health Center • 1930 9th Ave., Helena, MT 59601 Phone 406•443•2584 Fax 406•457•8992
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Sincerely,

Terri Losey
Case Manager
HealthCare for the Homeless (406)461-0516

a division of Lewis & Clark City-County Health Department

JOINT COMMISSION ACCREDITATION



THE QUALITY DISTINCTION

Kirk Bruce
Executive Director
kirk@a-developers.com

Cindy Paradis
Adult Protection Specialist
Helena, MT
Cparadis2@mt.gov

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Cindy Paradis
Adult Protection Specialist
Helena, Mt.



Center for Mental Health

900 North Jackson
Helena, MT 59601

(406) 495-8545
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Sincerely,

Brenda Walker

Brenda Walker
PACT Adult Case Manager

ANTELOPE COURT

RECEIVED

NOV 06 2014

MDOC HOUSING

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

RE: Antelope Court, new multifamily housing project, Havre MT

As a tenant of Buffalo Court in Havre Montana, it's disheartening to learn that current plans for Antelope Court may not address the negative impact it will have on the senior housing it borders.

This is a sincere plea for any playground, basketball courts, etc. to be placed as far to the south of the property as possible, that there be **no shared road**, and that something, such an attractive wall, separates the two developments.

These measures would not only preserve the peaceful neighborhood we were looking for when we moved here, but also help protect younger children from the seasonal pond (on bare land bordering it to the east), the collection pond from our storm drains, and from the busy highway to the west.

The old adage, good fences make good neighbors, certainly applies here.

Signed: *Dorothy Denison APT 8*

Date: *10-31-2014*

My concerns of antelope Court as a family units are:

- 1. Noise Level*
- 2. Privates gone*
- 3. Safety an issue*
- 4. Destruction of Property*
- 5. Vandalism increases*
- 6. Keeping Toms increase*
- 7. Possable drug issues.*

RECEIVED

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

NOV 03 2014

MDOC HOUSING

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Signed: *Peggy J. Wolf*

Date: *11-1-14*

RECEIVED

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

NOV 03 2014

MDOC HOUSING

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Signed: *Fern Nelson*

Date: *10-31-2014*

Fern Nelson
2351 5th Ave. #18
Havre, MT 59501-5259

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

RECEIVED

NOV 03 2014

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Signed:

Mary Jo Scott

Date:

10/30/14

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

RECEIVED

NOV 03 2014

MDOC HOUSING

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Signed: 

BARBARA RIGGS
2351 5TH AVE
#19
HAVRE MT 59801

Date: 10-28-2014

RECEIVED

OCT 30 2014

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

MBOC HOUSING

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Signed: *Esther E. Capellen*

Date: *10/28/14*

I am not in favor of building Antelope Court to the south of Buffalo Court & having to share a road with them. There need to be a wall between the two courts also.

*I live at Buffalo Court & no heavy traffic
I enjoy the quietness & no heavy traffic
Thank You*

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

RECEIVED

OCT 31 2014

MDCC HOUSING

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Signed:

Nancy L Mahrus

Date:

10-29-14

RECEIVED

OCT 31 2014

INDOC HOUSING

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

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The old adage, good fences make good neighbors, certainly applies here.

Signed: *William E. Jay*

Date: 10-29-14

From:

Signed:

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RECEIVED

OCT 31 2014

MDOC HOUSING

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

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Signed:

M. Jones

Date: 10/29/14

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena-MT 59620-0528

RECEIVED

OCT 30 2014

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Signed: *Roberta Brakke*
Date: *10-28-14*

MBOH
PO BOX 200528
HELENA MT 59620-0528

RECEIVED

OCT 30 2014

MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena-MT 59620-0528

MBOH HOUSING

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MBOH
J.P. Crowley - Chairman
PO Box 200528
Helena MT 59620-0528

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Signed: *Roberta Brakke*

Date: *10-28-14*

MDOC HOUSING
PO BOX 200528
HELENA MT 59620-0528
MBOH

RECEIVED

SEP 24 2014

DOB HOUSING



Tim Solomon
Mayor
406.265.6710

September 19, 2014

Virginia Seigel
City Judge
406.265.8575

Montana Board of Housing
Montana Department of Commerce
Attention: Mary Balr
PO Box 200528
Helena, Montana 59620-0528

David Peterson
Public Works Director
406.265.4941

RE: Antelope Court Low Income Housing Project

Douglas Kaercher
Finance Director/Clerk
406.265.6719

Dear Mary:

The City of Havre supports the construction of the low-income housing project known as "Antelope Court" in our area, and understands the current lack of affordable housing available that meets the needs of low-income and the disabled as well.

Chris Inman
Parks & Recreation
Director
406.265.5781

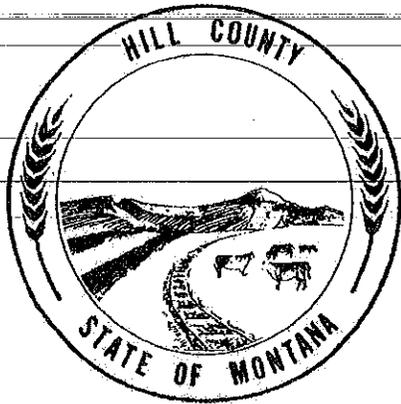
There is an urgent need in our region for readily available low-income housing for the sake of public health, safety and quality of life. We recognize what a positive impact a project such as this will have on the lives of many of our community members who are in need of such housing, and what a difference it will make in not only Havre, but the Hi-Line region as well. The construction of the Antelope Housing Development will give many of our disabled and low-income citizens an opportunity to have quality, affordable housing.

We appreciate your efforts to bring housing funding to Havre, and look forward to your favorable consideration of this application.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Solomon".

Tim Solomon, Mayor
City of Havre



COUNTY OF HILL

Hill County Courthouse

315 4th Street

Havre, Montana 59501

[406] 265-5481 Ext. 227

Fax [406] 265-2445

Michael Wendland, Chair

Jeff LaVoi, Commissioner

Mark Peterson, Commissioner

August 18, 2014

Montana Board of Housing
Montana Department of Commerce
P.O. Box 200528
Helena, Montana 59620-0528

Re: Antelope Court Low-Income Housing Project

To Whom It May Concern:

District 4 Human Resources Development Council (HRDC) is proposing to build a 30 unit family and handicapped accessible apartment complex in Havre. We are writing in support of that project.

The new project, to be known as Antelope Court, will be located south of Buffalo Court. This will allow residents easy access to the many services at HRDC from computer use to assistance with housing costs. This project will support and expand the now short supply of housing for low-income and disabled people in Hill County. Half of the units will be fully ADA compliant. Hill County will participate in and support this project by supporting HRDC and informing residents, who are in need of housing, of the project rentals.

Thank you for supporting HRDC's efforts on this important project for Havre's low income families.

Sincerely,

Handwritten signature of Michael Wendland in cursive.

Michael Wendland, Chair

Handwritten signature of Jeff LaVoi in cursive.

Jeff LaVoi, Commissioner

Handwritten signature of Mark Peterson in cursive.

Mark Peterson, Commissioner

Opportunity Link

Uniting people. Linking resources. Fighting poverty.

August 1, 2014

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, Montana 59620-0528

Re: Antelope Court Low-income Housing Project

To whom it may concern:

Opportunity Link (OL) is a nonprofit organization that seeks systemic solutions to reduce poverty and help the communities of Northcentral Montana achieve and sustain independence, prosperity, and a better way of life. The past three years, OL has been working with the communities of Northcentral Montana to complete a regional plan, a project funded by the Housing and Urban Development (HUD) Sustainable Communities Planning Initiative. Called Vibrant Futures, the project has been a grassroots effort to develop an action plan for the future success of our region.

During the regional planning process, our residents across the 11-county and 3-reservation region have prioritized housing as the greatest need for our region's communities. District IV Human Resources Development council has been an active member of our planning consortium and is proposing to build a 30-unit family and handicapped accessible apartment in Havre. This project falls directly in-line with the strategies and goals that have been identified through the grassroots planning effort of Vibrant Futures.

We strongly support HRDC IV's proposal and consider it a step toward implementation of the action steps that residents and community leaders have recommended for the good of our communities. There is a great need for affordable, quality, rental and owner housing in our region, specifically in the Havre area. During a community roundtable discussion in Havre, residents said that we need to "develop more middle-income and low-income housing options." The Antelope Court development would help to begin addressing the housing need for our low-income and disabled residents, and we are very supportive of their efforts.

If you have any further questions about Opportunity Link's approval of HRDC IV's proposed project, please contact the office at 406-265-3699.

Sincerely,


Barbara Stiffarm

Executive Director, Opportunity Link, Inc.



BEAR PAW DEVELOPMENT CORPORATION OF NORTHERN MONTANA

48 Second Avenue • Suite 202 • PO Box 170 • Havre, MT 59501 • 406.265.9226 • fax: 406.265.5602 • www.bearpaw.org

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Director of Community Development
Michele Turville

Infrastructure Specialist
Pam Lemer

August 20, 2014

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, MT 59620-0528

RE: Antelope Court Low Income Housing Project

TO WHOM IT MAY CONCERN:

Bear Paw Development Corporation is pleased to support the above-referenced project, which is being proposed by the District 4 Human Resources Development Council (HRDC), located in Havre. This project is slated as a 30-unit housing complex for low-income individuals in the Havre area, which is sorely needed for the community and the region.

District 4 HRDC is entirely capable of managing a project of this magnitude, as evidenced by a similar housing project they completed a couple of years ago. Buffalo Court is a 20-unit senior housing project that was completed in 2011 and has become an important part of Havre's housing stock. It serves a critical need in the area and will continue to do so for decades to come. Through Buffalo Court, twenty senior citizens now have new, affordable and attractive apartments in which to reside.

There is little question that a project like Antelope Court is greatly needed for the area and its residents. The project is also consistent with Bear Paw Development's strategic plan, or our Comprehensive Economic Development Strategy (CEDS). We are happy to commit to support this project by referring low-income individuals to District 4 HRDC who are in need of quality, affordable housing.

We would greatly appreciate your favorable consideration of this exciting request by District 4 HRDC to construct 30 new low-income rental units in Havre.

Best regards,

Paul Tuss
Executive Director

BLAINE COUNTY • CHOUTEAU COUNTY • HILL COUNTY • LIBERTY COUNTY • PHILLIPS COUNTY • BIG SANDY
CHESTER • CHINOOK • FORT BENTON • HARLEM • HAVRE • MALTA • FORT BELKNAP • ROCKY BOY • LITTLE SHELL

This institution is an equal opportunity provider and employer.

August 20, 2014

Montana Board of Housing
Montana Department of Commerce
P.O. Box 200528
Helena, Montana 59620-0528

RE: Antelope Court Low-Income Housing Project

To Whom It May Concern:

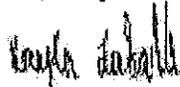
District 4 Human Resources Council (HRDC) is proposing to build a 30 unit family and handi-capped accessible apartment complex in Havre. I, Kayla LaSalle, am writing in support of this project. The new project, to be known as Antelope Court, will be located south of Buffalo Court.

I am 20 years old and currently working on completing my Bachelor's degree in Business Ad-ministration at Montana State University Northern in May 2015. I have had an easy transillon in college but one of the challenges that I am faced with is finding a house to rent that is handi-capped accessible. All the houses that are available for rent here in Havre have stairs and aren't handicapped accessible at all unless a person has enough money to build their own house. My main goal after college is to stay in Havre for awhile and work in an office.

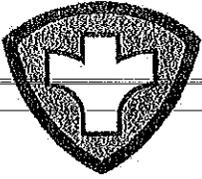
One of the challenges I am having about looking for jobs here is that there is no handicapped housing for me to buy or rent which is making it difficult to start applying and committing to job openings that are available for me in Havre once I finish school in May. I feel that I am not the only person that would benefit from handicapped housing in Havre but the community of Havre would also. As a physically handicapped person I feel that the opportunity for the availability of housing is not even an option. There seems to be numerous housing opportunities for people who are on federal assistance but there aren't any for physically handicapped people. I strongly support this project because it will give me an option to be able to gain the independ-ence of living on my own. This project will support and expand the now short supply of housing for low-income and disabled people in Hill County and half of the units will be ADA Compliant.

Thank you for supporting HRDC's efforts on this important project for Havre's low income and disabled citizens. I appreciate you taking the time to read this letter of how this project will help me and the community of Havre.

Sincerely,



Kayla LaSalle



HILL COUNTY HEALTH DEPARTMENT

302 4th Avenue Helena, MT 59601-4066 • 406-548-2560 • hillcountyhealth.com

Public Health

Prevent. Promote. Protect.

July 9, 2013

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, Montana 59620-0528

Re: Buffalo Court Phase II Antelope Hollow

To Whom It May Concern:

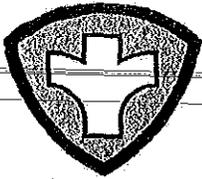
District IV Human Resources Development Council (HRDC) is proposing to move forward with Phase II of the Buffalo Court Apartments. This will include building 24 one and two bedroom units primarily for disabled individuals, with no age restriction or limit. We are writing in support of this project. This project will support and expand on the very short supply of quality and safe housing for disabled individuals in Hill County.

Hill County Health Department will be an active participant and will support this project by making referrals and possibly providing on-site seasonal immunizations for the residents.

Thank you for supporting HRDC's efforts on this important project for disabled individuals in Hill County.

Sincerely,

Wanda Meredith RN
For Danielle Golie RN, CLC
Director



HILL COUNTY HEALTH DEPARTMENT

1024th Avenue Havre, MT 59501 • 406.265.5181 • 266 Hill County, US Health Department

Public Health

Prevent. Promote. Protect.

August 5, 2014

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, Montana 59620-0528
Re: Antelope Court Low-income Housing Project

To Whom It May Concern:

Please consider this a formal letter of commitment on the part of Hill County Health Department in support of District 4 Human Resources Development Council (HRDC) in their proposed low-income housing project. HRDC is a recognized 501 (c)(3) non-profit, community service organization. They are entirely capable of bringing to fruition a project of this scope as evidenced by Buffalo Court, a 20 unit senior housing project completed in 2011. Twenty senior citizens now have new, affordable apartments.

We know there is a continuing need for this type of project. We have been a part of community needs assessments that show the need for adequate and safe housing for the ever growing low income population, the project will help fill that need. The project is consistent with Bear Paw Development's housing strategic plan. Our organization will participate in and support this project by referring people that we serve who need a rental. Thank you for considering HRDC's request to bring to Havre 30 high quality, low income, rental units.

Sincerely,

Danielle Golie RN, CLC

Danielle Golie RN, CLC
Public Health Director
Hill County Health Department



of Hill County

P.O. Box 1131 • 130 Fifth Avenue • 406.265.6561 • Fax: 406.265.7748 • Havre, Montana 59501

www.helphillcounty.org • unitedway@havremt.net

August 1, 2014

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, Montana 59620-0528

RE: Antelope Court Low-Income Housing Project

To Whom It May Concern:

Please consider this formal letter of commitment on the part of United Way of Hill County to support District 4 Human Resources Development Council (HRDC) in their proposed low-income housing project. As a recognized 501(c)3 nonprofit community service organization, HRDC has demonstrated its capability of bringing to fruition a project of this scope as evidenced by Buffalo Court, a 20 unit senior housing project completed in 2011. Twenty senior citizens now have new, affordable apartments.

We know there is a continuing need for this type of project and as proposed, the project will help fill that need in our community. The project is consistent with Bear Paw Development's housing strategic plan.

United Way of Hill County will participate in and support this project by referring people who need a rental and assist with public awareness with the project in a variety of media formats.

Thank you for considering HRDC's request to bring to Havre 30 high quality, low-income rental units.

Sincerely,

Lorraine J. Verploegen
Executive Director
United Way of Hill County

DISTRICT 4 HUMAN RESOURCES DEVELOPMENT COUNCIL



2229 5TH AVENUE HAVRE, MT 59501
PHONE: (406) 265-6743 FAX: (406) 265-1312

"PEOPLE HELPING PEOPLE HELP THEMSELVES."

August 13, 2014

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, MT 59620-0528

RE: Antelope Court Low-Income Housing Project

To Whom It May Concern:

District 4 Human Resources Development Council (HRDC) is proposing a housing project for low-income families in Havre. The proposal is for a 30 unit apartment complex that will be known as Antelope Court.

I am writing in support of HRDC's proposed project. One of the biggest obstacles for families in Havre is finding affordable housing. As Director of the Domestic Abuse Program one of my concerns is having clients return to abusive situations because of a lack of housing in the area. I know of multiple families currently working with our program who are staying with friends or relatives, often moving from place to place. One of the benefits of this project would be its proposed location, which is near HRDC's offices. This would provide families living in Antelope Court convenient access to the services HRDC has to offer.

If approved, this project will have a positive impact on local families and on the community of Havre.

Sincerely,

Amber Thompson
Domestic Abuse Program Director
(406) 265-6743 ext. 1139
thompsona@hrdc4.org



CASA
Court Appointed Special Advocates
FOR CHILDREN

CASA of Hill County, Inc.

2229 5th Avenue • Havre, Montana 59501

406.265.6743 • CASA@HRDC4.Org

14 August 2014

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, MT 59620-0528

RE: Antelope Court Low-Income Housing Project

To Whom It May Concern:

District 4 Human Resources Development Council (HRDC) is proposing to build a 30-unit, family and handicapped-accessible apartment complex in Havre. We are writing in support of that project. The new project, to be known as Antelope Court, will be located south of the Buffalo Court senior housing development outside Havre. This will allow residents easy access to the many services at HRDC. This project will support and expand the now short supply of housing for low-income and disabled people in Hill County.

CASA of Hill County will participate in and support this project, and we urge you to support it, too.

Sincerely,

Mark Douglass
Director of Operations
CASA of Hill County

Center for Mental Health
PO Box 1658
Havre, Montana 59501

July 9, 2013

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, Montana 59602-0528

RE: Buffalo Court Phase II

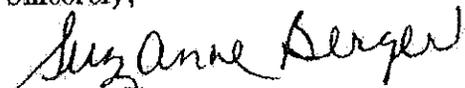
To Whom It May Concern:

On the behalf of the Center for Mental Health I would like to express out support for Phase II of the Buffalo Court Housing Project in Havre.

There is a definite need in this community to provide low income housing to individuals impaired with a disability. We at the Center, struggle to find affordable housing for those in the community who suffer with a mental or physical disability on a daily basis. These individuals represent our most vulnerable and critically needy population and need as much support as we are able to provide to better our community as a whole.

Thank you for your consideration to allow HRDC begin Phase II Housing Project of the Buffalo Court.

Sincerely,



Suzanne Berger
Adult Foster Care Specialist/Case Manager

**HILL COUNTY AREA X AGENCY ON AGING
HILL COUNTY COUNCIL ON AGING**

2 West Second Street - Phone 265-5464 - Havre, Montana 59501

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, Montana 59620-0528

RE: Buffalo Court Phase II
Antelope Hollow

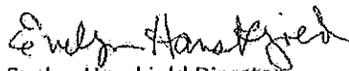
To whom it may Concern:

District 1V Human Resources Development Council (HRDC) is proposing to build 24 units primarily for disabled individuals, no age limit and there be one and two bedrooms. We are writing in support of the Buffalo Court second phase project to be known as Antelope Hollow. The location next to HRDC and the Buffalo Court Apartments provides easy access to the many services at HRDC from computer use to assistance with housing costs. This project will support and expand the shortage of housing for disabled individuals.

Area X agency on aging will participate in and support this project by coordinating our CSFP commodity program, home and community based services, home delivered meals, transportation, prescription drug part D help and help to apply to all above services and utilize additional services they are eligible for utilizing the Benefits Checkup program.

Thank you for supporting HRDC's efforts on this important project for our frontier area disabled.

Sincerely


Evelyn Havskjold Director
Area X Agency on Aging

*Farmers
Union
Insurance*

You're Never Alone

*Schubert Agency
Cindy B. Schubert*

437 1st Street
P.O. Box 726
Havre, Montana 59501

Office: (406) 265-2693

Home: (406) 265-0949

Fax: (406) 265-2255

E-mail: farmers@havremt.net

Montana Board of Housing
Montana Department of Commerce
PO Box 200528

RE: Antelope Court Low-income Housing Project

To Whom It May Concern:

District 4 Human Resources Development Council (HRDC) is proposing to build a 30 unit family and handicapped accessible apartment complex in Havre. We are writing in support of that project. The new project, to be known as Antelope Court, will be located south of Buffalo Court. This will allow residents easy access to the many services at HRDC from computer use to assistance with housing costs. This project will support and expand the now short supply of housing for low-income and disabled people in Hill County. Half of the units will be fully ADA compliant.

Schubert Agency will participate in and support this project by (referring people who need a rental.)

Thank you for supporting HRDC's efforts on this important project for Havre's low income citizens.

Sincerely,

Cindy Schubert



08/22/2014

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, MT 59620-0528

Re: Antelope Court Low-Income Housing Project

To Whom It May Concern:

District 4 Human Resource Development Council (HRDC) is proposing to build a 30 unit family and handicapped accessible apartment complex in Havre. I am writing in support of that project. The new project, to be know as Antelope Court, will be located south of Buffalo Court. This will allow residents easy access to many services at HRDC from computer use, assistance with housing cost, as well as Disability Services. This project will support and expand the now short supply of housing for low-income and disabled people in Hill County. Half of the units will be fully ADA compliant.

We do not have any housing facilities that benefit disabled people, especially low-income families. This project would be a blessing for so many people in need. Quality Life Concepts will participate in and support this project by referring people who need a rental. There are so many families that are in need of this service. Having it close to HRDC would be a huge benefit to these families.

Thank you for supporting HRDC's efforts on this important project for Havre's low income citizens.

Sincerely,



Sonya LaTray
Quality Life Concepts
Family Support Specialist

Montana Board of Housing
Montana Department of Commerce
PO Box 200528
Helena, MT 59620-0528

Re: Antelope Court Low-Income Housing Project

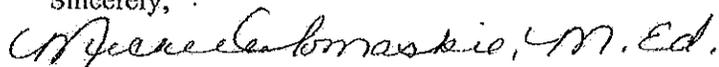
To Whom It May Concern:

District 4 Human Resources Development Council (HRDC) is proposing to build a 30 unit family and handicapped accessible apartment complex in Havre. I am writing in support of that project. The new project, to be known as Antelope Court, will be located south of Buffalo Court. This will allow residents easy access to many of the services at HRDC from computer use to assistance with housing costs. This project will support and expand the now short supply of housing for low-income and disabled people in Hill County. Half of the units will be fully ADA compliant.

I will participate in and support this project by referring people who need a rental.

Thank you for supporting HRDC's efforts on this important project for Havre's low income citizens.

Sincerely,



Michelle Tomaskie, M.Ed.

STONERIDGE APARTMENTS

JON TESTER
MONTANA

SENATE HART BUILDING
SUITE 708
WASHINGTON, DC 20510
202-224-2044

COMMITTEES:
APPROPRIATIONS
BANKING
INDIAN AFFAIRS
VETERANS' AFFAIRS
HOMELAND SECURITY AND
GOVERNMENTAL AFFAIRS

United States Senate

INTERNET:
<http://tostor.senate.gov/contact>

August 15, 2014

Bruce Brensda
Montana Board of Housing
PO Box 200528
Helena, MT 59620-0528

Dear Mr. Brensda,

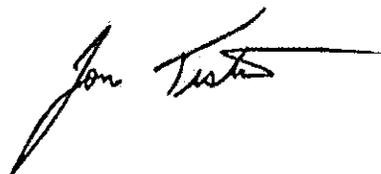
I write in support of the application by Summit Housing Group for Low Income Housing Tax Credits (LIHTC) for the proposed Stoneridge Apartments in Bozeman.

Montanans need greater access to affordable housing, and Bozeman is no exception. According to a recent market study, there is a zero percent vacancy rate which represents a severe hardship for those looking for safe and affordable housing. At Stoneridge Apartments, a family of three would qualify for LIHTC if their income was between \$25,600 and \$38,400. Rent for a two-bedroom unit will range from \$547 to \$776.

LIHTC is one of the most successful public-private partnerships in our country. It is also one of the greatest generators of safe and affordable housing in Montana, and it provides greater certainty and stability to working families once their residence is established.

Thank you for your attention to this application. If I can provide any additional information, do not hesitate to contact me. Please inform my office of the eventual decision on this application.

Sincerely,



Jon Tester
United States Senator

BOZEMAN
(406) 586-4460

BUTTE
(406) 723-3277

GLENDIVE
(406) 385-2391

GREAT FALLS
(406) 452-9585

HELENA
(406) 449-5401

KALISPELL
(406) 257-3360

BILLINGS
(406) 252-0550

MISSOULA
(406) 728-3003

Congress of the United States
House of Representatives
Washington, DC 20515-2600

August 22, 2014

Bruce Brendal
Montana Board of Housing
PO Box 200528
Helena, MT 59620-0528

Dear Mr. Brendal:

I am writing to express my support for the Stonebridge Apartments application for Low Income Housing Tax Credits (LIHTC) submitted by Summit Housing Group.

A market study completed by Summit Housing Group found a need for 149 additional affordable housing units in Bozeman. The Stoneridge Apartments will meet nearly a third of this need by providing 48 two- and three-bedroom units on the city's west side.

The same market study found that the vacancy rate in Bozeman is less than one percent, creating a hardship for low-income families looking for affordable housing. Units at Stonebridge will be available to at a rate of \$542 to \$852 to families making a qualifying 40 to 60 percent of the Area Median Income (\$25,600 to \$38,400 per year).

I appreciate your consideration on this application and look forward to hearing your decision. Please feel free to contact me or my staff if you need any additional information at 406-502-1435.

Sincerely,



Steve Daines
Member of Congress



283 W Front Street, Suite 1
Missoula, MT 59802
Phone (406) 541-0999
Fax (406) 541-0997

August 13, 2014

Bruce Brensda
Montana Board of Housing
P.O. Box 200528
Helena, MT 59620-0528

Re: Stoneridge Apartments
Bozeman, Montana

Dear Mr. Brensda,

I am aware of a potential development located at the corner of Tschache Lane and North 27th Avenue on the west side of Bozeman just off of the 19th Avenue corridor. Stoneridge Apartments will consist of 48 units of two and three bedroom units, all with two bathrooms. Unit amenities will include high efficiency windows, energy efficient heat and A/C, washers and dryers, and Energy Star appliances. Additional amenities include a carport for each unit and a picnic area with a pavilion and playground. The project will also include a Community Building with a computer room wired for high speed internet.

Stoneridge Apartments will serve families earning between 40% and 60% of the Area Median Income. The rents will be between 21% and 45% under average market rents for Bozeman, so this will truly be "affordable housing" for working families. According to the market study which surveyed 1,232 apartment units in Bozeman, there is a 0.8% vacancy rate which represents a severe hardship for those looking for safe and affordable housing. The market study also showed a need for 149 additional units for those earning between 40% and 60% of the Area Median Income.

In Bozeman, a family of three would qualify for Stoneridge Apartments if their income was between \$21,680 and \$38,340. Rents for two-bedroom units would range from \$542 to \$776. Rents for three-bedroom units would range from \$609 to \$852.

By signing this letter I wholeheartedly support the efforts of HRDC and SHG to provide affordable multifamily housing in Bozeman.

STACY ROBERTS

Tony Cope

MELISSA MAURO

ALVIN DOLMAY

Jeffrey Hamlin DOSI

Carolyn Ellis

~~John~~

David Standing

DMW
Diana Palmer

Sharon Zil

Chris Belover

Clinton Patten

Ingrid Ingram

Bronda Mueller

Lisa Allen

John C Gator

JOHN E. WALSH
MONTANA

WASHINGTON, DC
(202) 224-2851

WEBSITE:
<http://www.walsh.senate.gov>

United States Senate

WASHINGTON, DC 20510-2605

August 22, 2014

Mr. Bruce Brensdal
Montana Board of Housing
P.O. Box 200528
Helena, MT 59620-0528

Dear Mr. Brensdal:

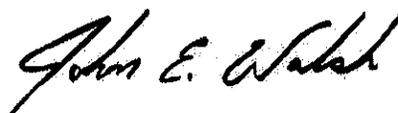
I am pleased to provide this letter of support for Summit Management Group, Inc. and the Human Resource Development Council of Region IX, Inc. (HRDC) as they apply to the Low Income Housing Tax Credit program for the Stoneridge Apartment project in Bozeman.

Summit Management Group and HRDC both have proven records of successfully developing affordable housing. To date, Summit Management Group has developed over 700 housing units in Montana, Wyoming, and South Dakota. Similarly, HRDC has been a long time community partner working to benefit low income Montanans.

Their latest project, the Stoneridge Apartments, will address a serious need for affordable housing in Bozeman. According to Summit Management's market research there is a very low vacancy rate in Bozeman's apartments. The market study also showed that there is a need for 149 additional housing units for low income earners in Bozeman. The Stoneridge Apartments will create 48 two and three bedroom units with rents significantly below the market average. These will be available to people and families earning between 40 and 60 percent of the area median income. This is an important step toward insuring that all Montanans have access to safe and affordable housing.

Again, this project carries my support and I hope their application is reviewed favorably. Please feel free to contact my office if I can provide further information. I would also greatly appreciate if you kept me informed of this request.

Sincerely,



JW/jj



CITY OF BOZEMAN

121 North Rouse
P.O. Box 1230
Bozeman, MT 59771

Phone: (406) 582-2324
Cell: (406) 581-7026
TDD: (406) 582-2301
www.bozeman.net

City Manager

Chris A. Kukulski

Core Values

Integrity: Be honest, hard-working, reliable and accountable to the public.

Leadership: Take initiative, lead by example, and be open to innovative ideas.

Service: Work unselfishly for our community and its citizens.

Teamwork: Respect others, welcome citizen involvement, and work together to achieve the best result.

August 1, 2014

Mr. Sam Long
Summit Housing Group, Inc.
BHL Development, Inc.
283 W. Front St., Ste. 1
Missoula, MT 59802

RE: Summit Housing Group, Inc.'s LIHTC application to the Montana Board of Housing for the creation of affordable rental housing on the property legally described as on Lot 5, Block 8 of the West Winds Subdivision Phases 2A & 2B

Dear Mr. Long,

On behalf of the City of Bozeman, please accept this letter as an expression of the City's strong support for the Low Income Housing Tax Credit (LIHTC) application Summit Housing Group is submitting to the Montana Board of Housing for the development of a 48 unit affordable housing apartment complex.

The development will provide the City with additional affordable rentals, particularly family housing units. The site currently carries a Land Use Restriction that requires multifamily development for persons making 65% or below the Area Median Income. We wholeheartedly support your efforts to provide new, affordable multifamily housing in this area of Bozeman.

The City of Bozeman set aside funding in the FY 15 budget to assist developers by paying impact fees for housing developed for households earning less than 40% of Area Median Income.

As this City continues to experience rapid growth, affordable housing is in short supply. Your proposed project will help meet the need of small and large families at or below 60% of the median income. With the increased cost of housing in Bozeman, we feel that a project of this type will help meet the housing need in our community.

Sincerely,

Chris Kukulski, City Manager



County Commission

GALLATIN COUNTY

311 West Main, Rm. 306 • Bozeman, MT 59715
commission@gallatin.mt.gov

Joe P. Skinner

Steve White

Pierre Martineau

Phone (406) 582-3000

FAX (406) 582-3003

August 18, 2014

Mr. J.P. Crowley, Chairperson
Montana Board of Housing
301 South Park Avenue Room 240
Helena, MT 59601

Dear Mr. Crowley:

On behalf of the Gallatin County Commission, please accept this letter of support for the Low Income Housing Tax Credit (LIHTC) application submitted by the Human Resource Development Council of District IX, Inc. (HRDC) for the Stoneridge Apartments.

Affordable housing is a pressing need in our communities. The Stoneridge Apartments respond to this need, providing 48 units of affordable rental housing for families earning between 40% and 60% of the Area Median Income. Repeated market studies in our communities demonstrate a need for rental housing targeted to this market. The partnership that HRDC has entered into provides additional reassurance, given the experience level of each and the established reputation of HRDC in Gallatin County.

As Gallatin County continues to experience rapid growth, affordable housing needs will only increase. The Stoneridge Apartments represent the single largest affordable rental development in Gallatin County in over a decade. We hope that the Montana Board of Housing will support the efforts of HRDC and their partnership as they work to address this need in our community.

Sincerely,

A handwritten signature in cursive script, appearing to read "Pierre Martineau".

Pierre Martineau
Chairman, Gallatin County Commission



Family Promise
of Gallatin Valley, Inc.

Shelter & Opportunities for Homeless Families

★
Ending homelessness, one family at a time.

August 13, 2014

Montana Board of Housing
P.O. Box 200528
Helena, Montana 59620-0528

RE: Stoneridge Apartments, Bozeman, Montana

Members of the Board:

My name is Gloria Edwards and I am the Executive Director of Family Promise of Gallatin Valley, Inc. in Bozeman, MT. We are a small nonprofit organization that provides shelter and professional case management services to homeless families with children. Family Promise is an interfaith hospitality network with over 1500 trained volunteers. Since we opened our doors in March 2006 we have served 122 separate families consisting of 411 individuals including 225 children. 80% of those completing the program successfully secured permanent housing.

The need for more affordable rental housing in the Bozeman area is great. I have had the opportunity to review information regarding Summit Housing Group's proposed development of Stoneridge Apartment in Bozeman, Montana. This development will serve the needs of families in our community by providing 30 new two-bedroom units and 18 new three-bedroom units at the corner of Tschache Lane and North 27th Avenue. I support their efforts to provide affordable housing in our community to meet the housing needs of Bozeman families.

Family Promise of Gallatin Valley's goal is to end homelessness one family at a time. We require all families to work, and we teach budgeting and other life skills. Our homeless families need higher wages and more affordable housing options in order to be self-sufficient and contributing members of our community. Affordable housing continues to be a significant need of our community and we welcome the development of Stoneridge Apartments.

Sincerely,

gloria Edwards

Gloria Edwards, Executive Director
Family Promise of Gallatin Valley, Inc.

Cc: Sam Long, Summit Housing Group



GREATER GALLATIN HOMELESS ACTION COALITION

August 14, 2014

Mr. J.P. Crowley, Chairperson
Montana Board of Housing
301 South Park Avenue Room 240
Helena, MT 59601

Dear Mr. Crowley:

The Greater Gallatin Homeless Action Coalition is pleased to offer their support to the Low Income Housing Tax Credit (LIHTC) application submitted by Summit Housing Group and Human Resource Development Council of District IX, Inc. (HRDC) for the Stoneridge Apartments.

The organizations represented in our coalition deal with the side effects of our communities' affordable housing challenges daily. We recognize the LIHTC program to be an effective manner of providing affordable rental housing to those households earning less than 60% of the Area Median Income. The partnership between HRDC and Summit housing group to bring 48 new affordable rental units to our market helps meet the acute housing shortage in our area.

As Bozeman and the surrounding area continues to experience rapid growth, affordable housing needs will only increase. The Stoneridge Apartments represent the single largest affordable rental development in Bozeman in over a decade. We hope that the Montana Board of Housing will support the efforts of Summit Housing Group and HRDC as they work to address this need in our community.

Sincerely,

*Michelle Dwyer Co-Chair
Greater Gallatin Homeless Action Coalition*

Greater Gallatin Homeless Action Committee – 2014 Membership Roster

Amelia Musgjerd	< amusgjerd@hrdc9.org >	Human Resource Development Council
Amie Gatterdam	< amie.gatterdam@gallatin.mt.gov >	City County Health Department
Anna Edwards	< anna.edwards@bsd7.org >	Bozeman School District
Autumn Benedetti	< autumn@havenmt.org >	Haven (Domestic Abuse Program)
Carson Taylor	< ctaylor@bozeman.net >	City Commissioner
Chris Chambers	< cchambers@hrdc9.org >	Warming Center Coord. (HRDC)
Christina Powell	< info@bozemanhelpcenter.org >	Help Center
Denny Lenoir	< denny.lenoir@mail.house.gov >	Congressman Steve Daines Rep.
Don Seifert	< skymtblu@gmail.com >	County Commission
Erica	< erica@havenmt.org >	Haven
Meyer, Erin	< EMeyer@mt.gov >	TANF WoRC Program
Frank Baril	< frank.baril@usw.salvationarmy.org >	Salvation Army
Glenda Howze	< glenda.howze@gallatin.mt.gov >	County Commission
Gloria Edwards	< gedwards@familypromisegv.org >	Family Promise
Grant Barnett	< ctkorgiant@gwestoffice.net >	Church Minister
Jen Smith	< jen@bozemanumc.org >	United Way
Jill Brodin	< jbrodin@wmmhc.org >	Gallatin Mental Health
Korth, James	< JKorth@mt.gov >	DVOP, Bozeman Job Service
John Scheline	< john.scheline@gmail.com >	Church Minister
Jonathan Bateman	< jbateman@wmmhc.org >	Gallatin Mental Health
Kaitlyn Lyders	< KLyders@hrdc9.org >	Human Resource Dev. Center (HRDC)
Kara Meier	< kmeier@familypromisegv.org >	Family Promise
Katie Weaver	< catherine.weaver@montana.edu >	Montana State University
Kelsey Jackson	< jacksonk@chphealth.org >	Community Health Partners
Kerry Erickson	< kerryerickson1@yahoo.com >	Drug and Alcohol Services
Kevin Skocilich	< kevin.skocilich@va.gov >	VA HUD/VASH Program
Kimberly Belair	< kbelair@hrdc9.org >	HRDC
Lacie Davidson	< lacied@ruraldynamics.org >	Rural Dynamics
Lacie Keller	< lkeller@milp.us >	Montana Independent Living Project
Linda	< lindageorgemor@gmail.com >	Community Volunteer
Lynn McHann	< gdm151@yahoo.com >	Community Volunteer
Letendre, Michele	< MLetendre@mt.gov >	Bozeman Job Service
Morgan Hoyt	< mhoyt@hrdc9.org >	HRDC
Nicole Grafel	< nicoleg@ruraldynamics.org >	Rural Dynamics
Pamela Cooper	< pamelac@montanads1.net >	Senior Services Ombudsman
Perrin Lundgren	< perrin.lundgren@gmail.com >	Community Volunteer
Rick Gale	< richard.gale@bsd7.org >	Tobacco Free Montana
Sara Savage	< ssavage@hrdc9.org >	HRDC
SunnyRae Yocom	< syocom@wmmhc.org >	Gallatin Mental Health
Terri Dood	< tdood@bozeman.net >	City Library

8/8/14

I am having a hard time finding affordable housing for me and my family. The ones they have are all ready filled. The waiting list is really long.

Lauren Cole

(Lauren Cole)

August 14, 2014

My Name is Darylie Croff, I have a family of 3 and we recently moved to Bozeman & we are having a hard time finding an apartment that we are able to afford. We moved from the Blackfeet Reservation to become apart of the Bozeman Community & so we can further our education, not only for me & my husband, but our 4 year old daughter as well.

Darylie Croff
August 14, 2014

STEVE DAINES
MONTANA

206 CANNON HOUSE OFFICE BUILDING
WASHINGTON, DC 20515
(202) 225-3211

Congress of the United States
House of Representatives
Washington, DC 20515-2600

RECEIVED

AUG 28 2014

MDOC HOUSING

August 22, 2014

Bruce Brensdal
Montana Board of Housing
PO Box 200528
Helena, MT 59620-0528

Dear Mr. Brensdal:

I am writing to express my support for the Stonebridge Apartments application for Low Income Housing Tax Credits (LIHTC) submitted by Summit Housing Group.

A market study completed by Summit Housing Group found a need for 149 additional affordable housing units in Bozeman. The Stoneridge Apartments will meet nearly a third of this need by providing 48 two- and three-bedroom units on the city's west side.

The same market study found that the vacancy rate in Bozeman is less than one percent, creating a hardship for low-income families looking for affordable housing. Units at Stonebridge will be available to at a rate of \$542 to \$852 to families making a qualifying 40 to 60 percent of the Area Median Income (\$25,600 to \$38,400 per year).

I appreciate your consideration on this application and look forward to hearing your decision. Please feel free to contact me or my staff if you need any additional information at 406-502-1435.

Sincerely,



Steve Daines
Member of Congress

JON TESTER
MONTANA

SENATE HART BUILDING
SUITE 708
WASHINGTON, DC 20510
202-224-2844

COMMITTEES:

APPROPRIATIONS
BANKING
INDIAN AFFAIRS
VETERANS' AFFAIRS
HOMELAND SECURITY AND
GOVERNMENTAL AFFAIRS

United States Senate

INTERNET:
<http://tester.senate.gov/contact>

RECEIVED

AUG 20 2014

MDOC HOUSING

August 15, 2014

Bruce Brensdal
Montana Board of Housing
PO Box 200528
Helena, MT 59620-0528

Dear Mr. Brensdal,

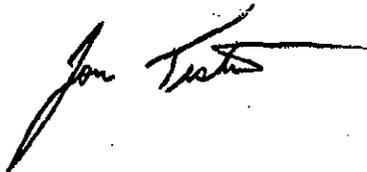
I write in support of the application by Summit Housing Group for Low Income Housing Tax Credits (LIHTC) for the proposed Stoneridge Apartments in Bozeman.

Montanans need greater access to affordable housing, and Bozeman is no exception. According to a recent market study, there is a zero percent vacancy rate which represents a severe hardship for those looking for safe and affordable housing. At Stoneridge Apartments, a family of three would qualify for LIHTC if their income was between \$25,600 and \$38,400. Rent for a two-bedroom unit will range from \$547 to \$776.

LIHTC is one of the most successful public-private partnerships in our country. It is also one of the greatest generators of safe and affordable housing in Montana, and it provides greater certainty and stability to working families once their residence is established.

Thank you for your attention to this application. If I can provide any additional information, do not hesitate to contact me. Please inform my office of the eventual decision on this application.

Sincerely,



Jon Tester
United States Senator

BOZEMAN
(406) 586-4450

BUTTE
(406) 723-3277

GLENDAVE
(406) 365-2391

GREAT FALLS
(406) 452-9585

HELENA
(406) 449-5401

KALISPELL
(406) 257-3380

BILLINGS
(406) 252-0550

MISSOULA
(406) 728-3003

CASCADE RIDGE II



University of Great Falls
A private, Catholic liberal arts university
OFFICE OF THE PRESIDENT

RECEIVED
SEP 08 2014

MDOC HOUSING

September 4, 2014

Ms. Mary Blair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620

Dear Ms. Blair,

I am writing to offer support for the expansion of Cascade Ridge Senior Living facility and to urge the Montana Board of Housing to grant low income housing tax credits for the project.

Great Falls, like many cities, needs more attractive and affordable housing for low-income seniors. Cascade Ridge Senior Living is a response to that need, a physical, economic and social need. To treat our elderly well and respectfully is an important characteristic of any community, but one we especially seek in Great Falls. Cascade Ridge and its expansion are important part of our social landscape.

As neighbors of Benefis, we appreciate their efforts on behalf of low income seniors. We appreciate the quality of the facility and we are pleased to have the residents of Cascade Ridge Senior Living as our neighbors.

Thank you for the opportunity to offer this support for Cascade Ridge and granting them low income housing tax credits for its expansion.

Sincerely,


Eugene J. McAllister, Ph.D.
President



**GREAT FALLS
HOUSING AUTHORITY**

RECEIVED

AUG 26 2014

DOC HOUSING

1300 Crowned Springs Loop
Great Falls, MT 59405-2564

Office: 406-453-4311

Fax: 406-727-5566

TDD: 406-453-6327

e-mail: gfa@gfhousing.org

Website: www.gfhousing.org

August 22, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
PO Box 200528
Helena MT 59620-2840

Dear Ms. Bair,

Please accept this letter of support for Cascade Ridge Phase II which will provide 16 additional units of Senior Housing in Great Falls, Montana.

We see a need for more housing that is affordable to the elderly and handicapped citizens of Great Falls. Currently there are 107 families on our Public Housing waiting list (80 one-bedroom, 16 two-bedroom, 8 three-bedroom, and 3 four-bedroom).

There are 218 individuals or families on our Section Eight waiting list. Our Section Eight clients are having a difficult time finding adequate housing that will pass the Housing Quality Standards inspection.

The Great Falls Housing Authority has a total of 514 units, of which 31 are actual handicap units.

We at the Great Falls Housing Authority see a need for more accessible units for the elderly and disabled individuals and support your efforts to obtain funding for such a project.

Sincerely,

Kevin Hager
Executive Director
Great Falls Housing Authority



RECEIVED

AUG 25 2014

DO August 22, 2014 G

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 54620-2840

Re: Cascade Ridge II
Great Falls, MT

Ms. Bair:

I write this letter as the chairman of Neighborhood Council V. Within the council perimeter is the medical district, within the district is said proposed expansion of Cascade Ridge living center.

The initial 40 unit facility opening in 2012 has proved to be a welcomed addition to both the medical district and the adjoining residential areas.

Before my retirement I owned a rental property corporation (LLC). Having sold the 18 properties the last as recent as 2009. I was keenly aware of a rental shortage for all walks of life, but, particularly, affordable housing for seniors and lower income individuals or families. I get queries yet today!

Though the additional units will not begin to address the total need this is a good a start. In my opinion the total need would exceed 200 units.

This campus has a prime location addressing seniors medical concerns and accessibility.

On August 18, 2014 the neighborhood council discussed this project and of the 40+ people present. The support for Cascade Ridge Senior living and the proposed Cascade Ridge Phase II located at 3001 15th Avenue South was unanimous.

Respectfully,


Eric E. Ray - Chairman
Neighborhood Council V

cc: Montana Plains Equity Group
Attn: Lynn Van Nice
2825 3rd Avenue North, Suite 600
Billings, MT 59101

Cheryl Nelson
507 Fox Drive
Great Falls, MT 59404

RECEIVED
AUG 14 2014
MDOC HOUSING

August 9, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

Dear Ms. Bair:

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

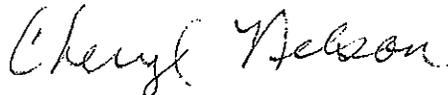
The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2020." That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living – Phase I was completed in 2012 and it immediately leased up (40 units). There is currently a waiting list of over 80 applicants. Cascade Ridge Senior Living – Phase II will add 16 rental units to this popular facility, ensuring a quality living environment for low- to moderate-income residents. Two of these units will be handicap accessible.

The expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

As past president of NeighborWorks Great Falls, I believe the expansion of Cascade Ridge Senior Living is an opportunity not typically afforded residents of similar facilities. I believe this project will be of tremendous benefit to our community and its residents. I urge the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Sincerely,



Cheryl Nelson
Past President
NeighborWorks Great Falls



Great Falls Public Schools

AUG 05 2014
MDOC HOUSING

Office of Superintendent • 1100 4th Street South • P.O. Box 2429
Great Falls, Montana 59403 • 406.268.6001 • Fax 406.268.6002 www.gfps.k12.mt.us

August 4, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

Dear Ms. Bair:

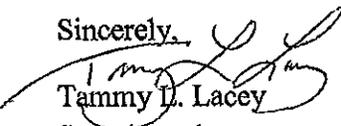
I am submitting this letter of support in favor of the proposed Cascade Ridge Senior Living Phase II Project proposed to be constructed at 3001 15th Avenue South in Great Falls.

As a community leader in Great Falls, I meet regularly with senior community members who are concerned about the lack of housing available to mid to lower income senior citizens. As a granddaughter, I had to deal with this very thing as my grandmother could no longer take care of herself in her home. As senior citizens experience the need for health or other reasons to leave their homes, there are often very limited options and/or long waiting lists of weeks to months. As a community, I feel that we have an obligation to help older adults maintain their independence and live their lives as enriched as they can during these "golden years."

I understand that Phase II of the Cascade Ridge Senior Living project is planned to include units for low income seniors. Although I do not have particular statistics, I do know that as our population AND infrastructure ages the need for facilities of this kind increases. The location of this project, near the hospital and many other medical offices and facilities such as Hospice Care, seems highly desirable for the convenience of residents, particularly in the winter season.

I believe this project meets a need that is likely underserved in Great Falls, and hope this and other projects of this kind will obtain the financing support needed to come to fruition.

Sincerely,


Tammy L. Lacey
Superintendent

July 31, 2014

RECEIVED
AUG 04 2014
MDOC HOUSING

Ms. Mary Bair
Multifamily Program Manager
Montana Board of Housing
301 South Park Avenue, Suite 240
P.O. Box 200528
Helena, MT 59620-0528

Re: Cascade Ridge Phase II – Ground Lease

Dear Ms. Bair:

Please accept this letter as confirmation that Benefis Health System is fully prepared to enter into a long-term land lease with Cascade Ridge Phase II, LLC to further the development, construction and operation of 16 apartment rental units dedicated for low-income senior residents. Benefis Health System is the owner of the subject site and location.

As you know, our intention is to expand the existing facility of Cascade Ridge Senior Living (Phase I) to include the new and additional 16 units. In so doing, we are applying in the 2015 cycle to the Montana Board of Housing for an allocation of Low Income Housing Tax Credits.

Located at 3001 15th Avenue South in Great Falls, this subject site is adjacent to the existing facility and is included within our current land lease between Benefis Health System and Cascade Ridge Residences, LLC. We therefore intend to modify the existing land lease to accommodate the new addition and to include Cascade Ridge Phase II, LLC as a co-lessee. The terms for Cascade Ridge Phase II will be identical to the terms currently in place, such terms to include a lease term of 50 years at a rate of \$1.00 per year.

Sincerely,

Benefis Health System



Peter Gray, Administrator
Senior Services

BENEFIS HEALTH SYSTEM

1101 26th Street South, Great Falls, MT 69405 | www.benefis.org

Benefis

HOSPITALS
RECEIVED

JUL 30 2014

INDOC HOUSING

July 28, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

Dear Ms. Bair:

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2020." That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living – Phase I was completed in 2012 and it immediately leased up (40 units). There is currently a waiting list of over 80 applicants to this facility. Cascade Ridge Senior Living – Phase II will add 16 rental units to this popular facility, ensuring a quality living environment for low- to moderate-income residents. Two of these units will be handicap accessible.

This expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

As president of Benefis Hospitals, I look forward to developing our community and life enriching activities to be offered to and include the residents of Cascade Ridge Senior Living. I believe this is an opportunity not typically afforded residents of similar facilities. This offer is tendered in the belief that this project will be of tremendous benefit to this community and its residents. Accordingly, I urge the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Sincerely,



Laura L. Goldhahn, MBA, FACHE
President, Benefis Hospitals

A SUBSIDIARY OF BENEFIS HEALTH SYSTEM

RECEIVED
JUL 28 2014
MDOC HOUSING

July 18, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

Dear Ms. Bair,

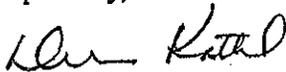
The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2010". That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living – Phase I was completed in 2012 and it immediately leased up (40 units). There is currently a waiting list of over 80 applicants to this facility. Cascade Ridge Senior Living – Phase II will add 16 rental units to this popular facility ensuring a quality living environment for low- to moderate-income residents. Two of these units will be handicap accessible.

This expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

As Chair of the Community Health Care Center Board and my work with Vibrant Futures, a HUD sustainable regional community planning grant, I fully support the expansion of the Cascade Ridge Senior Living project. My support is tendered in the belief that this project will be of tremendous benefit to our community and its residents and is consistent with the region's strategic goals to create sustainable livable communities. Accordingly, I urge the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Respectfully,



Deborah J. Kottel, J.D.



RECEIVED

JUL 28 2014

Board of County Commissioners
325 2nd Avenue North
Great Falls, MT 59401

Tel. 406.454.6731

Fax 406.454.6945

commission@cascaedcountynt.gov

www.cascadecountynt.gov

MDOC HOUSING
CASCADE COUNTY

July 21, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

RE: Support for Senior Housing - Cascade Ridge Phase II

Dear Ms. Bair,

The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2010". That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living – Phase I was completed in 2012 and it immediately filled (40 units leased). There is currently a waiting list of over 80 applicants for housing in this facility. Cascade Ridge Senior Living – Phase II will add 16 rental units to this popular facility ensuring a quality living environment for low- to moderate-income residents. Additionally, two of these units will be handicap accessible.

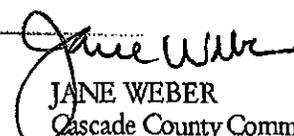
This expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

The Board of Cascade County Commissioners supports the expansion of the Cascade Ridge Senior Living project. Our support is based in the belief that this project will be of tremendous benefit to Cascade County residents seeking housing in Great Falls. Accordingly, we urge the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Respectfully,


BILL SALINA
Chairman
Cascade County Commission


JOE BRIGGS
Cascade County Commissioner


JANE WEBER
Cascade County Commissioner

RECEIVED

JUL 20 2014

MDOC HOUSING

July 18, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

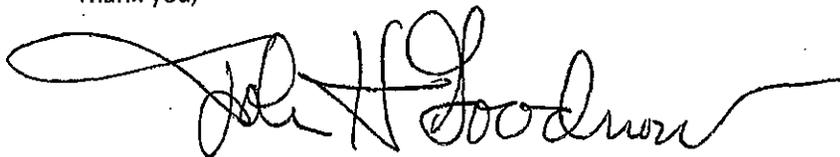
Subject: Low Income Senior Housing - Cascade Ridge Phase II - Expansion

I am the CEO of Benefis Health System. It was our pleasure to be able to open 40 low income senior apartments in 2012, in partnership with the Mountain Plains Equity Group, and enabled by the tax credits authorized by your organization. Thank you!

Those 40 apartments filled almost instantly and, unfortunately, we still have a large unmet need in Great Falls. We would like to help fill that need by expanding to 56 apartments (16 additional). We hope that you will be able to grant us the tax credits to do this very much needed project. We currently have a long waiting list of low income seniors needing an apartment.

I very much hope that the Montana Board of Housing will be able to grant us the Low Income Housing Tax Credits needed to enable the project.

Thank you,



John H. Goodnow, CEO
Benefis Health System

BENEFIS HEALTH SYSTEM

1101 26th Street South, Great Falls, Mt 59405

Benefis Hospitals, Inc. | Benefis Medical Group, Inc. | Benefis Spectrum Medical, Inc. | Benefis Senior Services | www.benefis.org



Great Falls, Montana
Development Authority

RECEIVED

JUL 18 2014



July 17, 2014

MDOC HOUSING

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

Dear Ms. Bair,

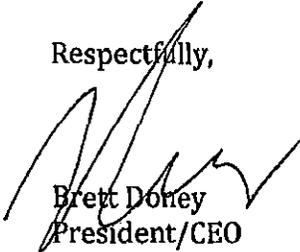
As President and CEO of the Great Falls Development Authority (GFDA), a public/private partnership designed to promote economic growth and diversification in our region, I would like to express GFDA's full and enthusiastic support of Cascade Ridge Phase II.

As you know, when Cascade Ridge I opened its doors in September of 2012 they were already full with a waiting list. The need has not dissipated but rather intensified. This project is in line with specific community needs published in the Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010-2020 report. Cascade Ridge Phase I and II fill an unmet need of low- to moderate- income affordable housing units with convenient access to medical facilities and other amenities with two of these units handicap accessible.

GFDA is a true public/private partnership that includes Board representation from the City of Great Falls, Cascade County, Great Falls Chamber of Commerce, Great Falls Public Schools, Little Shell Tribe of Chippewa, and more than 200 private investors representing all sizes of business in our community.

While we are extremely pleased by the results of Cascade Ridge I, we recognize the importance of Cascade Ridge II to further serve the needs of our lower-income seniors. We strongly urge you to grant Benefis and Mountain Plains Equity Group's application request for the Montana Board of Housing Low Income Housing Tax Credit.

Respectfully,


Brett Doney
President/CEO

Great Falls Development Authority

Guariglia, Kellie

From: Logan Anderson <landerson@mpequity.com>
Sent: Monday, September 15, 2014 2:12 PM
To: Guariglia, Kellie
Cc: Bair, Mary
Subject: FW: Cascade Ridge Phase II

Kellie,

Please see the email of support below for Cascade Ridge Phase II. Sorry that I did not get this to you tell just now.

Thank you,

Logan

Logan Anderson
Financial Analyst
Mountain Plains Equity Group, Inc.
2825 3rd Avenue North, Suite 600
Billings, MT 59101
406-254-1677 Phone
406-869-8693 Fax
landerson@mpequity.com
www.mpequity.com

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Begin forwarded message:

From: Terry Albrecht <penandt51@charter.net>
Date: August 29, 2014 at 3:21:10 PM MDT
To: "'Gray,Peter'" <PeterGray@benefis.org>
Subject: RE: Cascade Ridge Phase II

Gary, I am finally back to my computer and am having trouble finding my original letter, hopefully this letter can be forwarded in this form. Our Neighborhood council #5 met recently in our monthly meeting and discussed in detail with many of our neighborhood in attendance. I must say there was very little negative commentary with the project at Cascade Ridge and if there were any conflicts they were quickly and efficiently remedied. It was mentioned and unanimously agreed to that the building was a first class project with amenities and furnishings being used and appreciated by the owners. We expressed our desires that in the construction phase the dust and blowing dirt be strenuously addressed and water trucks be used as needed while the project is progressing. The council and neighborhood homeowners all think the project was extremely well done and that the additional units will benefit the city especially in the

price range that is appropriate in our city. Good luck and this neighborhood needs more affordable housing like the project you are planning. Thank you.

Terry Albrecht

Council Member, Great Falls, Mt.

Neighborhood Council #5

From: Gray, Peter [<mailto:PeterGray@benefis.org>]
Sent: Tuesday, August 19, 2014 7:17 AM
To: Terry Albrecht
Subject: RE: Cascade Ridge Phase II

Thank you for getting back with us. Your letter of support will be very helpful. The application is due next week so it would be very helpful if you could send us a copy this week. We will include it in the packet that we will submit to the Montana Board of Housing.

From: Terry Albrecht [<mailto:penandt51@charter.net>]
Sent: Monday, August 18, 2014 2:55 PM
To: Gray, Peter
Subject: RE: Cascade Ridge Phase II

Gary, I have been out of town or at our cabin and simply have not gotten my letter of support written as of yet. I am going to be out of town again but would be able to get a letter off to Ms. Bair if I haven't missed the deadline. Please let me know and I will prepare my letter by early next week, thank you, Terry

From: Gray, Peter [<mailto:PeterGray@benefis.org>]
Sent: Tuesday, July 15, 2014 1:50 PM
To: penandt51@charter.net
Subject: FW: Cascade Ridge Phase II

Mr. Albrecht, thank you for agreeing to write a letter of support for the Cascade Ridge Phase II expansion of low-income housing. Attached are 2 documents that can provide some background and serve as examples. The first is a collection of letters that were written in 2013 in support of our initial attempt to request funds for this expansion (your original letter is 7th from the beginning). The initial attempt was unsuccessful but we believe that we will have a better chance this year.

The second document (CRII Letters of Support Package) provides some background as to the project itself as well as instructions on who to address the letters to and where to send them (we want to attach them to our submission packet so we're asking all letters actually get sent to our partner, Mountain Plains Equity Group).

So, the letters should all be addressed to:

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

The letters should all be sent to:

Mountain Plains Equity Group
Attn: Lynn Van Nice
2825 3rd Ave. N., Suite 600
Billings, MT 59101

406-254-1677 office
406-869-8693 fax
lvannice@mpequity.com

We appreciate your support. I would be happy to explain this project in more detail to the Neighborhood Council if you feel it is necessary. Let me know. As always, please let me know if you have any questions. I can be reached at 455-5039 (direct to office) or 750-9456 (cell)

Peter Gray
Executive Director
Benefis Senior Care



CASCADE COUNTY

Board of County Commissioners
325 2nd Avenue North
Great Falls, MT 59401
Tel. 406.454.6731
Fax 406.454.6945
commission@cascadecountymt.gov
www.cascadecountymt.gov

July 21, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

RE: Support for Senior Housing - Cascade Ridge Phase II

Dear Ms. Bair,

The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2010". That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living – Phase I was completed in 2012 and it immediately filled (40 units leased). There is currently a waiting list of over 80 applicants for housing in this facility. Cascade Ridge Senior Living – Phase II will add 16 rental units to this popular facility ensuring a quality living environment for low- to moderate-income residents. Additionally, two of these units will be handicap accessible.

This expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

The Board of Cascade County Commissioners supports the expansion of the Cascade Ridge Senior Living project. Our support is based in the belief that this project will be of tremendous benefit to Cascade County residents seeking housing in Great Falls. Accordingly, we urge the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Respectfully,

BILL SALINA
Chairman
Cascade County Commission

JOE BRIGGS
Cascade County Commissioner
JANE WEBER
Cascade County Commissioner

July 28, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

Dear Ms. Bair,

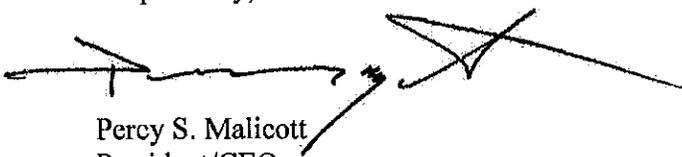
The Great Falls Area Chamber of Commerce, representing about 600 business members, would like to express our full support for Cascade Ridge Phase II. The need for affordable housing for low income seniors has been well documented through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2020".

The 40 unit Cascade Ridge Phase I, completed in 2012, has been very successful in helping meet a portion of the needs of our community. Certainly, a success story, every unit is leased. The 80 individuals currently on the waiting list for Cascade Ridge Phase I clearly demonstrate not only the continuing need, but is a testimony to the quality of this facility.

Cascade Ridge Phase II will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices, and pharmacies.

I have no doubt that this project will be a great addition to our community and will have a significant impact on the quality of life of residents. I urge the Montana Board of Housing to support Cascade Ridge Phase II with the granting of Low Income Housing Tax Credits.

Respectfully,



Percy S. Malicott
President/CEO

100 1st Avenue North
Great Falls, MT 59401
406-761-4434
Fax: 406-761-6129
www.greatfallschamber.org

July 28, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

Dear Ms. Bair:

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2020." That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living – Phase I was completed in 2012 and it immediately leased up (40 units). There is currently a waiting list of over 80 applicants to this facility. Cascade Ridge Senior Living – Phase II will add 16 rental units to this popular facility, ensuring a quality living environment for low- to moderate-income residents. Two of these units will be handicap accessible.

This expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

As president of Benefis Hospitals, I look forward to developing our community and life enriching activities to be offered to and include the residents of Cascade Ridge Senior Living. I believe this is an opportunity not typically afforded residents of similar facilities. This offer is tendered in the belief that this project will be of tremendous benefit to this community and its residents. Accordingly, I urge the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Sincerely,



Laura L. Goldhahn, MBA, FACHE
President, Benefis Hospitals

A SUBSIDIARY OF BENEFIS HEALTH SYSTEM

July 18, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
Box 200528
Helena, MT 59620-2840

Subject: Letter of Support for Senior Housing – Cascade Ridge Phase II

Dear Ms. Bair,

Proven demand for affordable and accessible housing for senior low-to moderate-income residents was identified by a Great Falls/Cascade County Housing Planning group and published as a Comprehensive Housing Affordability Strategy in 2010.

In 2012 the beautiful Cascade Ridge Senior Living –Phase I was completed and its 40 units were immediately leased. There is currently a waiting list in excess of 80. Cascade Ridge Senior Living – Phase II would provide an additional 16 rental units, including two handicap accessible, to this beautiful facility ensuring a high quality living environment for more in need.

An expansion of quality construction, ideally located close to a health corridor consisting of hospital, physicians offices, pharmacies, outpatient center, and shopping centers all served by public transportation is in high demand. I understand that our Grandview Senior Care life enriching activities will be extended to Cascade Ridge residents providing further amenities not available to other similar facilities.

If you have toured Cascade Ridge, you are aware of the quality and livability of the 40 occupied units. If not, I urge you to consider a tour and urge the Montana Board of Housing to support Phase II expansion with the granting of Low Income Housing Tax Credits.

Sincerely,



Susan Humble
Benefis System Board Chair

July 18, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

Dear Ms. Bair,

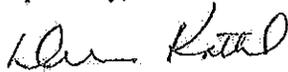
The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy 2010 -2010". That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living -- Phase I was completed in 2012 and it immediately leased up (40 units). There is currently a waiting list of over 80 applicants to this facility. Cascade Ridge Senior Living -- Phase II will add 16 rental units to this popular facility ensuring a quality living environment for low- to moderate-income residents. Two of these units will be handicap accessible.

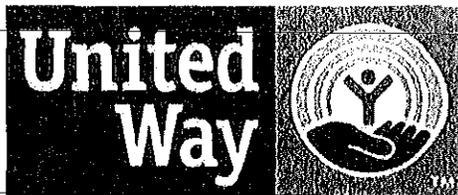
This expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

As Chair of the Community Health Care Center Board and my work with Vibrant Futures, a HUD sustainable regional community planning grant, I fully support the expansion of the Cascade Ridge Senior Living project. My support is tendered in the belief that this project will be of tremendous benefit to our community and its residents and is consistent with the region's strategic goals to create sustainable livable communities. . Accordingly, I urge the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Respectfully,



Deborah J. Kottel, J.D.



United Way of Cascade County

July 16, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

RE: Letter of Support for Cascade Ridge Phase II

Dear Ms. Bair:

In United Way's work with numerous human service providers, we see the impact an unmet need has on our community's most vulnerable citizens. We currently have a significant unmet need in the area of affordable housing and this is particularly impactful on our low-income senior population. Community surveys, needs assessments and long waiting lists prove the need, but more powerful are the stories and faces of elderly citizens in need of quality, affordable housing.

We support Cascade Ridge Senior Living – Phase II to help meet this need. The initial phase of this development has proven to be a great asset and an ongoing waiting list was established even prior to its completion. Residents have ready access to healthcare facilities and public transportation, which are both critical considerations for the targeted population.

United Way of Cascade County works to meet critical human service needs to help build a stronger community. Our aging population and the ongoing unmet need of affordable housing for seniors create a situation we must address. We fully support Cascade Ridge Phase II and encourage the Montana Board of Housing to support it with the granting of Low Income Housing Tax Credits.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Owen". The signature is fluid and cursive.

Gary Owen
President



Great Falls Public Schools

Office of Superintendent • 1100 4th Street South • P.O. Box 2429
Great Falls, Montana 59403 • 406.268.6001 • Fax 406.268.6002 www.gfps.k12.mt.us

August 4, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

Dear Ms. Bair:

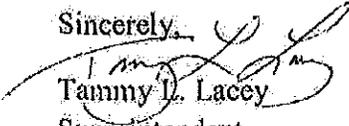
I am submitting this letter of support in favor of the proposed Cascade Ridge Senior Living Phase II Project proposed to be constructed at 3001 15th Avenue South in Great Falls.

As a community leader in Great Falls, I meet regularly with senior community members who are concerned about the lack of housing available to mid to lower income senior citizens. As a granddaughter, I had to deal with this very thing as my grandmother could no longer take care of herself in her home. As senior citizens experience the need for health or other reasons to leave their homes, there are often very limited options and/or long waiting lists of weeks to months. As a community, I feel that we have an obligation to help older adults maintain their independence and live their lives as enriched as they can during these "golden years."

I understand that Phase II of the Cascade Ridge Senior Living project is planned to include units for low income seniors. Although I do not have particular statistics, I do know that as our population AND infrastructure ages the need for facilities of this kind increases. The location of this project, near the hospital and many other medical offices and facilities such as Hospice Care, seems highly desirable for the convenience of residents, particularly in the winter season.

I believe this project meets a need that is likely underserved in Great Falls, and hope this and other projects of this kind will obtain the financing support needed to come to fruition.

Sincerely,


Tammy D. Lacey
Superintendent



MONTANA STATE SENATE

SENATOR F. EDWARD BUTTREY
SENATE DISTRICT 13

HELENA ADDRESS:
STATE CAPITOL
PO BOX 200500
HELENA, MT 59620-0500
(406) 444-4800

HOME ADDRESS:
27 GRANITE HILL LANE
GREAT FALLS, MONTANA 59405
PHONE: (406) 750-6798

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

July 29, 2014

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

Dear Ms. Bair,

The City of Great Falls is in great need of more affordable housing for its low-income, senior residents. This need was identified some years ago through the work of the Great Falls/Cascade County Housing Planning Group and published in their "Great Falls and Cascade County Comprehensive Housing Affordability Strategy". That group specifically identified the need to provide senior residents affordable and accessible housing.

Cascade Ridge Senior Living – Phase I was completed in 2012, with 40 units immediately leased. There is currently a waiting list of over 80 applicants to this facility. Cascade Ridge Senior Living – Phase II will add 16 rental units to this popular facility ensuring a quality living environment for low- to moderate-income residents. Two of these units will be handicap accessible.

This expansion of a proven project will provide needed, additional high quality housing options for this targeted population. In addition to the quality of its construction is the location of the project itself. It is served by public transportation, is just a few blocks away from shopping centers, and is adjacent to health facilities including a hospital, outpatient centers, physician's offices and pharmacies.

As a State Senator representing the citizens of Cascade County, Great Falls and the State of Montana, I encourage and support projects that offer life enriching housing and activities for our senior citizens. This project expansion will offer great benefit to those seeking housing and as such I would urge the support of the Montana Board of Housing with the granting of Low Income Housing Tax Credits.

Respectfully,

A handwritten signature in black ink, appearing to read "Ed Buttrey".

Ed Buttrey
Senator
MT Senate District 13



July 19, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 59620-2840

RE: Letter of Support for Senior Housing - Cascade Ridge Phase II

Dear Ms. Bair,

As chairman of the Benefis Senior Services Advisory Board when Phase I of Cascade Ridge Senior Living opened in September 2012, I was astounded at how quickly this quality living community filled with low-to-moderate income residents. Filling 40 units so quickly reminded me how great the need is in this community and this region for more low-to-moderate income housing.

With this resolve in mind and my tenure on the Benefis Senior Services Advisory Board, I'm requesting that the Montana Board of Housing grant the necessary Low Income Housing Tax Credits to Cascade Ridge Senior Living Phase II so 16 units can be added.

Given the proven success of Phase I in its current location, supporting Phase II of the Cascade Senior Living project is clearly a sound investment that will meet the critical needs of low-to-moderate income residents.

As a volunteer serving for nearly a decade on the Benefis Senior Services Advisory Board, I'd like you to know that the Benefis Health System management team is mission focused and are astute healthcare professionals who are dedicated and capable stewards of healthier communities. Granting the tax credits requested will enable this region to provide for the health and well-being of more people with low-to-moderate incomes.

Thank you for considering this request. And thank you for granting tax credits for Phase I of Cascade Senior Living. It has made a world of difference for people in great need.

Sincerely,

A handwritten signature in black ink that reads "Bob Norbie".

Bob Norbie
Benefis Senior Services Advisory Board Member
President/CEO, Special Olympics Montana

August 14, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
PO Box 200528
Helena, MT 59620-2840

Dear Ms. Bair,

I am writing this letter in strong support of the Cascade Ridge Phase II project, a proposed 16-unit expansion of the current affordable housing development known as Cascade Ridge Senior Living, proposed in Great Falls, Montana.

My experience as a real estate lender with Heritage Bank, my current position as a commercial lender with US Bank, serving on the City Planning Board, and as a member of the NeighborWorks Great Falls board of directors has provided a somewhat unique perspective of both the urgent need for housing in Great Falls as well as the challenges faced by developers in the city. As I look at the significant housing needs in Great Falls, and proposed projects, there is no project any more deserving of support than the Cascade Ridge Phase II development. One of the priority needs in Great Falls is for affordable senior living. This has been established and supported by the Great Falls-Cascade County Housing Planning Group and the Comprehensive Housing Affordability Strategy, which indicates that affordable and accessible rentals for the growing senior population in the city & county is a priority. Given the aging population and the income levels of Cascade County this proposed expansion of Cascade Ridge Senior Living, providing affordable living for seniors at or below 50% and 60% of area median income, is a project that is not only greatly needed but is also very timely. Indeed, given the current dire need for housing in Great Falls, and the current waiting list maintained by Cascade Ridge Senior Living, the time for this project is now! I support the project and urge the Montana Board of Housing to approve the Cascade Ridge Phase II request for the Low Income Housing Tax Credit allocation.

In closing, I'd like to thank MBOH for the outstanding work in support of affordable housing throughout the state and for consideration of this worthy project. Please feel free to contact me with any question.

Best Regards,



Mark Striepe
300 Central Avenue
Great Falls, MT 59403-5000
Phone 406-454-9317



1500 Chown Springs Loop
Great Falls, MT 59405-2564
Office: 406-453-4311
Fax: 406-727-5566
TDD: 406-453-6327
e-mail: gfa@gfhousing.org
Website: www.gfhousing.org

August 22, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
PO Box 200528
Helena MT 59620-2840

Dear Ms. Bair,

Please accept this letter of support for Cascade Ridge Phase II which will provide 16 additional units of Senior Housing in Great Falls, Montana.

We see a need for more housing that is affordable to the elderly and handicapped citizens of Great Falls. Currently there are 107 families on our Public Housing waiting list (80 one-bedroom, 16 two-bedroom, 8 three-bedroom, and 3 four-bedroom).

There are 218 individuals or families on our Section Eight waiting list. Our Section Eight clients are having a difficult time finding adequate housing that will pass the Housing Quality Standards inspection.

The Great Falls Housing Authority has a total of 514 units, of which 31 are actual handicap units.

We at the Great Falls Housing Authority see a need for more accessible units for the elderly and disabled individuals and support your efforts to obtain funding for such a project.

Sincerely,

Kevin Hager
Executive Director
Great Falls Housing Authority



August 22, 2014

Ms. Mary Bair
Montana Board of Housing
Multi-Family Program
P.O. Box 200528
Helena, MT 54620-2840

Re: Cascade Ridge II
Great Falls, MT

Ms. Bair:

I write this letter as the chairman of Neighborhood Council V. Within the council perimeter is the medical district, within the district is said proposed expansion of Cascade Ridge living center.

The initial 40 unit facility opening in 2012 has proved to be a welcomed addition to both the medical district and the adjoining residential areas.

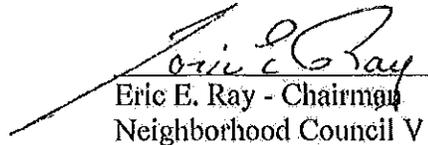
Before my retirement I owned a rental property corporation (LLC). Having sold the 18 properties the last as recent as 2009. I was keenly aware of a rental shortage for all walks of life, but, particularly, affordable housing for seniors and lower income individuals or families. I get queries yet today!

Though the additional units will not begin to address the total need this is a good a start. In my opinion the total need would exceed 200 units.

This campus has a prime location addressing seniors medical concerns and accessibility.

On August 18, 2014 the neighborhood council discussed this project and of the 40+ people present. The support for Cascade Ridge Senior living and the proposed Cascade Ridge Phase II located at 3001 15th Avenue South was unanimous.

Respectfully,


Eric E. Ray - Chairman
Neighborhood Council V

cc: Montana Plains Equity Group
Attn: Lynn Van Nice
2825 3rd Avenue North, Suite 600
Billings, MT 59101

RIVER RIDGE APARTMENTS

BCC 2014-113
September 16, 2014PHONE: (406) 258-4877
FAX: (406) 721-4043

RECEIVED

SEP 22 2014

DOW HOUSING

Mary S. Bair, Multifamily Program Officer
Montana Board of Housing
Montana Department of Commerce
P.O. Box 200528
Helena, MT 59620-0528

**RE: MISSOULA COUNTY COMMENTS ON RIVER RIDGE APARTMENTS
AND URBAN MISSOULA PROJECT**

Dear Ms. Bair:

Thank you for the opportunity to comment on the Missoula projects applying for Low Income Housing Tax Credits with the Montana Board of Housing.

A recently completed housing market analysis for the City and County of Missoula shows that the Missoula market continues to be a challenge for low-income renters. Over 8,800 of Missoula County's 17,730 renters face a cost burden of over 30% - half of them pay more than 50% of their income on housing. The County has over 5,200 renters earning less than \$20,000 a year, who can afford no more than \$500 per month for rent. However, the average rent in Missoula County is \$743 per month.

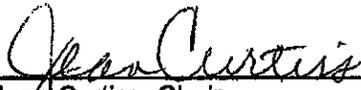
Preserving existing low-income housing and creating more affordable units is key to making housing available to low-income Missoula residents. The two proposed projects for Low Income Housing Tax Credits in Missoula County will help meet that goal. Specific comments about each of the projects follow.

The **River Ridge Apartments** serve seniors and are built close to the north Reserve Street area, in a somewhat retail service area of small shopping malls and individual offices, and some multifamily housing. It is not a particularly hard-to-develop or distressed area, or one with substandard units, and is surrounded by similar, newer apartments. River Ridge is located near the newly constructed LIHTC project Aspen Place, as well as the Union Place I & II tax credit projects. River Ridge is nearing the end of its term as a tax credit project, and the proposal from the Missoula Housing Authority will help ensure that the units are kept available for Missoula's senior residents, one of the fastest growing demographic segments in the County. The shopping areas nearby include a supermarket and a medical care center, and the project is close by the city's bus route.

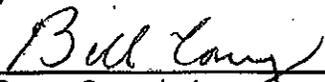
The **Urban Missoula Project** will be located within Missoula's Sawmill District along the south side of the Clark Fork River in downtown Missoula. The Sawmill District is newly created on the site of the former Champion mill. The area has been cleaned up and developed for residential and commercial use through funding from the Brownfields program and the Missoula Redevelopment Agency. The area already includes a park and the city's baseball field. A new arterial street connects the area to the residential and commercial areas to the west and east of the site, respectively. Residents of Homeward's project will be able to take advantage of nearby services such as grocery stores, financial institutions, shopping and other retail, and medical facilities, including Providence St. Patrick Hospital. The area is near the heart of downtown, close to the city's bus line and within walking or biking distance of most services.

The County and City of Missoula have committed substantial resources to affordable housing over the years, but it is a need that current resources cannot meet in full. We welcome the preservation of existing affordable senior housing and the addition of new affordable rental projects. Both projects will help address the chronic lack of affordable rental housing in Missoula. We hope the Board will favorably consider these applications for Low Income Housing Tax Credits.

Sincerely,
BOARD OF COUNTY COMMISSIONERS



Jean Curtiss, Chair



Bill Carey, Commissioner

NOT AVAILABLE FOR SIGNATURE

Michele Landquist, Commissioner

BCC/ppr
cc: Cindy Wulfekuhle, GCP Director
Jean Harté, GCP Grants Administrator

Tax Credits List for River Ridge Apartments

RECEIVED
AUG 29 2014
MDOC HOUSING

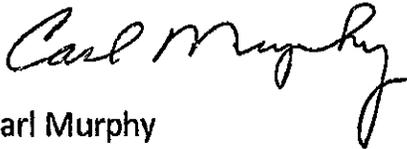
08-19-2014

To whom it may concern:

My name is Carl Murphy; I've held a maintenance position at River Ridge Apartments since 05-09-2011. The building was operated through Steadfast Property Management Company prior to Missoula Housing purchasing the property. The building was properly maintained which helped hold a strong resale value.

The time has come to invest monies to pursue updates for a 15 year old building. Over a period of time no matter how well maintained, things become costly to keep repairing. I have compiled a list of updates that I feel that are needed to stay competitive. With the new construction of new senior living complexes in our area we need to keep strong in the market.

Thank you for reviewing this list and giving our property great consideration for the much needed tax credits.



Carl Murphy

08-19-2014

Items that needs updated outside

- Three tab 15 year old shingles are brittle and need repair after storms.

-
- Patio doors and windows that are starting to show moisture between the panes and need reset due to building settling so they will close and lock.
 - Vinyl siding that has warped due to sun damage and weather.
 - Concrete patios that need to be lifted back to grade so water will drain away from building.
 - LED lighting around the building and courtyard to conserve energy.
 - Under the eaves and fascia boards are showing signs of rot due to inaccessibility to paint.
 - The rain gutters have joints and downspouts that leak.
 - The rain gutters on the west and east garages needs to be redesigned so the water won't run across the parking area and freeze during the winter months to prevent a slipping hazard.
 - The asphalt for parking and driveway entrances have been well taken care of but, has been compromised due to the Montana extreme weather changes. Moisture penetrates, freezes and heaves each winter causing more visible damage with each season ending.

Items that need updated on the interior

- Replace carpeting in hallways that have started to buckle because the backing has separated from the pile causing a tripping hazard. This makes it impossible to shampoo the carpets to keep them clean.
- Hand rails and backing board throughout the building, as it is senior living and they are much needed.
- Walk in and ADA showers, every unit has a tub that makes it tough to maneuver for seniors.
- All new toilets and ADA toilets for existing residents that need them.
- Grab bars in all bathrooms by toilet and showers.
- Replace compression shut off valves for sink fixtures, toilets and main shutoff valves.

-
- Copper hot water supply lines and return lines for radiant floor heat from the boiler needs to be insulated due to thermal heat loss (hundreds of feet).
 - Each apartment has a wall mount AC only unit that has surpassed its life expectancy; they need to be updated with Energy Star AC units.
 - All appliances need to be updated with Energy Star equipment (refrigerator, stove.....).
 - Apartments need modernized to compete with today's market.
 - Window blinds need replaced.
 - New energy efficient hot water boilers that supply hot water for radiant heat to each apartment.
 - The building needs a larger AC (5 ton, three phase) unit that supplies conditioned air to the common areas and elevator cars. We now have booster fans that help pull air through the duct work with poor results and they need replaced often.
 - The attic needs more insulation; the ducting only has 1.5" covering tin uninsulated ducts.
 - Upgrades for elevators with soft start systems and necessary rebuilds on elevator cars and shaft.

Housing Authority

RECEIVED

AUG 25 2014

DOC HOUSING

Lindley G. Buddenbohm
2840 Santa Fe Court
Apartment 322
Missoula, MT 59808

Montana Board of Housing
PO Box 200528
Helena, MT 59620-0528

July 29, 2014

To Whom It May Concern:

I have been a resident of River Ridge Apartments here in Missoula for nearly four years and I consider myself to be very fortunate. I have an apartment I love and I am surrounded by wonderful friends that I consider family.

But this is also a building that is in need of some renovation to keep it the special place that it is. For me the first priority would be railings on both sides of the hallways. We need new carpeting in all of the hallways; the appliances in many of the apartments have been here since the building was built which means they are beginning to wear out and will need to be replaced with hopefully, more energy saving units. Eventually it would be nice if some of the apartments could be switched over to walk in showers. There are a number of us that have some limited mobility but we are perfectly able to live independantly.

It would be nice if we could have some kind of storage units. Those of us that don't have cars don't want to take up a garage but need some extra room. More parking spaces would be nice. We also learned recently that our fire alarm system needs to be up-

Housing Authority

dated. When the alarm goes off it should automatically go to the fire department. This last time it took the fire department 20 minutes to get here and they are just a few blocks away. With 70 plus residents everyone assumes someone else has already called 911.

I plan to be independant for a long time and want to live here for many more years but living in a safe environment is a high priority for me. I appreciate you consideration of River Ridge Apartments/Missoula Housing.

Sincerely,

A handwritten signature in cursive script that reads "Lindley G. Buddenbohm". The signature is written in black ink and is positioned above the printed name.

Lindley G. Buddenbohm

July 28, 2014

RECEIVED
AUG 04 2014
HDOC HOUSING

Missoula Housing Authority,

I have been a resident of River Ridge Apartments since June, 2009. At that time, I found River Ridge to be a well kept, attractive place to live. I am aware that the building is more than 15 years old and we who live here feel it is important for us to qualify for tax credits to help keep River Ridge in good repair and an appealing, comfortable and safe place for seniors to live. As an example of current needs, the hall carpets are in bad shape and need to be replaced. Residents also feel that handrails along the hall walls are important in a senior facility. These are just two of the numerous improvements that are needed.

To maintain and improve River Ridge, we hope we will qualify for Housing Tax Credits in 2015.

Sincerely,

Kay S. Vanstone

Kay S. Vanstone

July 27, 2014

JUL 30 2014

MDOC HOUSE

To: Montana Board of Housing

I have been a resident of River Ridge for over one year. I believe that the rent we pay ought to include inside storage space for each person. Additionally, I believe our rent ought to include covered parking for tenants who have cars. For safety concerns, we need to have hand rails on each side of the halls. The main entrance needs an easier system to gain access when the building is locked.

The automatic door opener is difficult to use, especially for those trying to maneuver with walkers.

The windows need to be upgraded with energy efficient windows, as the bay windows opening gears are mostly stripped out.

Sincerely,

Gary W. Skalsky

Gary W. Skalsky

Apt. # 308

RECEIVED

JUL 30 2014

To: Montana Board of Housing

MDOC HOUSING

I have been a resident of River Ridge for over one year. I believe that the rent we pay ought to include inside storage space for each person. Additionally, I believe our rent ought to include covered parking for tenants who have cars.

For safety concerns, we need to have hand rails on each side of the halls. The main entrance needs an easier system to gain access when the building is locked.

The automatic door opener is difficult to use, especially for those trying to maneuver with walkers.

The windows need to be upgraded with energy efficient windows, as the bay windows opening gears are mostly stripped out.

When I first moved in, this residence was well-maintained, and nine months later my visitors noticed the residence not being as well-maintained. She said, "What happened?"

Sincerely,

Betty L. White #201

Betty L. White

RECEIVED

JUL 30 2010

INDOC HOUSING

To: Montana Board of Housing

I have been a resident of River Ridge for almost six years. I believe that the rent we pay ought to include inside storage space for each person.

For safety concerns, we need to have hand rails on each side of the halls.

The main entrance needs an easier system to gain access when the building is locked. The automatic door opener is difficult to use, especially for those trying to maneuver with walkers.

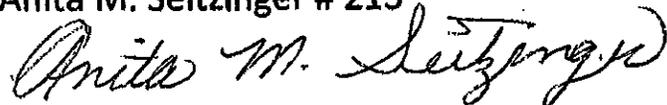
The windows need to be upgraded with energy-efficient windows. When it rains the windows in my apartment leak so much I have to use towels to soak up all the water.

Tenants only should have access to outside door locks, not their relatives.

The linoleum in my apartment was not professionally installed and now has marks on the floor making it look dirty. It should be replaced.

Sincerely,

Anita M. Seitzinger # 213



July 23, 2014

Montana Board of Housing
P.O. Box 200528
Helena, Mt 59620-0528

RECEIVED

JUL 28 2014

MDOC HOUSING

To Whom It May Concern:

I am a resident of River Ridge Apartments, an affordable housing residence for seniors 55 and older, here in Missoula. I am writing this letter to ask you to please consider River Ridge for low-income housing tax credit. This building is more than 15 years old and in dire need of improvements and repairs to bring it up to code for seniors and the handicapped.

There is a great need here in Missoula for affordable housing for seniors. I like my home here at River Ridge and hope to live here for several years but that will depend on whether or not it remains affordable and a pleasant place to live. I would hate to see this nice building fall into disrepair for lack of funding. Please give this serious consideration. Thank you.

Sincerely,



Shirley J. Hanson
2840 Santa Fe Crt. #216
Missoula, MT 59808

RECEIVED

JUL 31 2014

INDOC HOUSING

July 28, 2014

Montana Board of Housing

P.O. Box 200528

Helena, MT 59620-0528

RE: River Ridge Housing Complex

To Whom It May Concern;

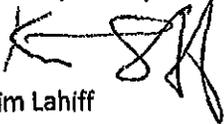
My name is Kim Lahiff and my mother Evelyn Christensen resides at River Ridge Apartments, 2840 Santa Fe Court, Apartment 318, Missoula, MT. She has resided there for approximately eight years. In this time I have observed problems with her windows, such that in the winter the bottoms frost over and you can feel the cold air and see the air move her curtains, all while the window is closed. In the summer, especially once temperatures reach 80 degrees or more, her entire floor is very hot and her apartment becomes overheated.

Several residents, including my mother, have mobility issues and having rails along the hallways would provide assistance and peace of mind for the residents and family. In regard to parking, covered parking would be ideal to provide easier access for residents and family when entering or exiting vehicles. This past winter saw a lot of snow fall and many residents were unable to use their vehicles for a period of time.

Appliances are another area where improvement is needed, especially in regard to moving into current times with energy efficient appliances. My mother's stove, refrigerator and dishwasher are all older models and do not comply with current energy efficient standards. I know this will go a long way to assist the Missoula Housing Authority to maintain lower utility costs.

River Ridge is an apartment complex for 55 years and older. It needs a bit of an overhaul to provide for safer mobility measures and meet energy efficient standards. I hope you will provide Missoula Housing Authority with the resources it needs to accomplish these needed and worthy projects.

Thank you for your time,



Kim Lahiff

4447 B. Bordeaux Blvd

Missoula, MT 59808



BCC 2014-113
September 16, 2014

PHONE: (406) 258-4877
FAX: (406) 721-4043

RECEIVED

SEP 22 2014

LOW INCOME HOUSING

Mary S. Bair, Multifamily Program Officer
Montana Board of Housing
Montana Department of Commerce
P.O. Box 200528
Helena, MT 59620-0528

**RE: MISSOULA COUNTY COMMENTS ON RIVER RIDGE APARTMENTS
AND URBAN MISSOULA PROJECT**

Dear Ms. Bair:

Thank you for the opportunity to comment on the Missoula projects applying for Low Income Housing Tax Credits with the Montana Board of Housing.

A recently completed housing market analysis for the City and County of Missoula shows that the Missoula market continues to be a challenge for low-income renters. Over 8,800 of Missoula County's 17,730 renters face a cost burden of over 30% - half of them pay more than 50% of their income on housing. The County has over 5,200 renters earning less than \$20,000 a year, who can afford no more than \$500 per month for rent. However, the average rent in Missoula County is \$743 per month.

Preserving existing low-income housing and creating more affordable units is key to making housing available to low-income Missoula residents. The two proposed projects for Low Income Housing Tax Credits in Missoula County will help meet that goal. Specific comments about each of the projects follow.

The **River Ridge Apartments** serve seniors and are built close to the north Reserve Street area, in a somewhat retail service area of small shopping malls and individual offices, and some multifamily housing. It is not a particularly hard-to-develop or distressed area, or one with substandard units, and is surrounded by similar, newer apartments. River Ridge is located near the newly constructed LIHTC project Aspen Place, as well as the Union Place I & II tax credit projects. River Ridge is nearing the end of its term as a tax credit project, and the proposal from the Missoula Housing Authority will help ensure that the units are kept available for Missoula's senior residents, one of the fastest growing demographic segments in the County. The shopping areas nearby include a supermarket and a medical care center, and the project is close by the city's bus route.

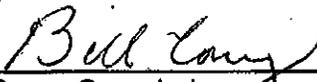
The **Urban Missoula Project** will be located within Missoula's Sawmill District along the south side of the Clark Fork River in downtown Missoula. The Sawmill District is newly created on the site of the former Champion mill. The area has been cleaned up and developed for residential and commercial use through funding from the Brownfields program and the Missoula Redevelopment Agency. The area already includes a park and the city's baseball field. A new arterial street connects the area to the residential and commercial areas to the west and east of the site, respectively. Residents of Homeward's project will be able to take advantage of nearby services such as grocery stores, financial institutions, shopping and other retail, and medical facilities, including Providence St. Patrick Hospital. The area is near the heart of downtown, close to the city's bus line and within walking or biking distance of most services.

The County and City of Missoula have committed substantial resources to affordable housing over the years, but it is a need that current resources cannot meet in full. We welcome the preservation of existing affordable senior housing and the addition of new affordable rental projects. Both projects will help address the chronic lack of affordable rental housing in Missoula. We hope the Board will favorably consider these applications for Low Income Housing Tax Credits.

Sincerely,
BOARD OF COUNTY COMMISSIONERS



Jean Curtiss, Chair



Bill Carey, Commissioner

NOT AVAILABLE FOR SIGNATURE

Michele Landquist, Commissioner

BCC/ppr
cc: Cindy Wulfekuhle, GCP Director
Jean Harté, GCP Grants Administrator

July 30, 2014

River Ridge Apartments, LP
Lori Davidson, Executive Director
Missoula Housing Authority
1235 - 34th Street
Missoula, MT 59801

Re: Acquisition and Rehabilitation of the River Ridge Affordable Housing Senior Apartments Located at 2840 Santa Fe Court, Missoula, Montana

Dear Lori:

I am writing to convey the Human Resource Council's support of the Missoula Housing Authority's (MHA) 2015 Housing Tax Credit application for the permanent financing and the rehabilitation of the 70 unit River Ridge affordable housing senior apartments.

We agree that the need for affordable senior housing in the City of Missoula continues to outpace supply; and therefore, support the MHA's planned acquisition and rehabilitation of the 70 units using Housing Tax Credits. Our support is based on the understanding that MHA's plan to shift the targeted incomes lower while also extending the affordability period for an additional 46 years. It is also understood that the MHA intends to use the infusion of capital from the Housing Tax Credits to expand tenant amenities, update the energy efficiency, add green features, and extend the useful life of the building.

Regards,



Jim Morton
Executive Director

Incapacity
Assessment
Services

Low Income
Advocacy

Employment
& Training

Job Skills
Development

Energy
Assistance

Owner
Occupied
Home
Rehabilitation
Loan Program

Affordable
Housing
Development

First Time
Homebuyer
Assistance

2-1-1
Information
& Referral

Energy
Conservation

Rental
Assistance

Summer
Food
Service

A LEADER IN COMMUNITY ACTION SINCE 1965

1801 South Higgins Avenue, Missoula, Montana 59801 (406) 728-3710 FAX (406) 728-7680

Offices in Missoula, Mineral and Ravalli Counties Equal Opportunity In Service and Employment





Homeword

River Ridge Apartments, LP
Lori Davidson
Executive Director Missoula Housing Authority
1235 34th St.
Missoula, MT 59801

August 15, 2014

RE: Acquisition and Rehabilitation of the River Ridge Affordable-Housing Senior Apartments,
2840 Santa Fe Court, Missoula, MT.

Dear Lori,

As always, Homeword is pleased to support the Missoula Housing Authority's (MHA) 2014 Housing Tax Credit application for the permanent financing and rehabilitation of the 70 unit River Ridge affordable-housing senior apartments. We know that this development is an important resource for the Missoula community and especially for those most in need, our mutual mission focus. Preserving affordable housing is something we must all work towards in these days of continually dwindling opportunities to create more affordable housing.

We believe that the need for affordable senior housing in the City of Missoula continues to outpace supply; Missoula's second largest age group are people aged 55 to 59, and Missoula's overall population grew nearly 20 percent in the last ten years, with much of that growth coming from "migration" – seniors moving "into town" to be nearer to medical services and other amenities. Missoula renters' median income continues to be well below the US median income, and rental housing costs in Missoula have continued to increase, with overall average vacancy rates continuing to be below the national vacancy rate. Affordability continues to be a significant issue for Missoula renters, with 40% of Missoula households spending more than 35% of their income on housing.

Therefore, Homeword continues to support MHA's acquisition and rehabilitation of River Ridge's 70 units using Housing Tax Credits. Our support is increased with the understanding that MHA plans to shift the targeted incomes lower while also extending the affordability period for an additional 46 years. We also understand that MHA intends to use the infusion of capital from the Housing Tax Credits to expand tenant amenities, update the energy efficiency, add green features, and extend the useful life of the building, increasing the sustainability of the housing for future residents.

Sincerely,

Andrea Davis
Executive Director, Homeword, Inc.



JOHN ENGEN

OFFICE OF THE MAYOR

435 RYMAN MISSOULA, MONTANA 59802-4297

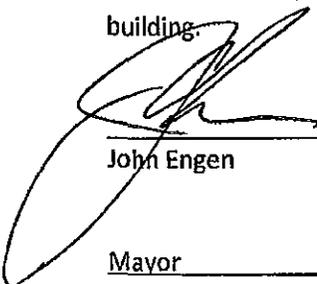
July 31, 2014

River Ridge Apartments, LP
Lori Davidson
Executive Director Missoula Housing Authority
1235 34th St.
Missoula, MT 59801

RE: Acquisition and Rehabilitation of the River Ridge Affordable-Housing Senior Apartments Located 2840 Santa Fe Court, Missoula, MT.

I am pleased to support the Missoula Housing Authority's (MHA) 2014 Housing Tax Credit application for the permanent financing and rehabilitation of the 70 unit River Ridge affordable-housing senior apartments.

We agree that the need for affordable senior housing in the City of Missoula continues to outpace supply; and therefore, support the MHA's planned acquisition and rehabilitation of the 70 units using Housing Tax Credits. Our support is based on the understanding that MHA's plan to shift the targeted incomes lower while also extending the affordability period for an additional 46 years. It is also understood that the MHA intends to use the infusion of capital from the Housing Tax Credits to expand tenant amenities, update the energy efficiency, add green features, and extend the useful life of the building.



John Engen

Mayor
Title

City of Missoula
Organization

7/31/2014
Date

EST. 1982

MISSOULA *aging* SERVICES

WE'RE PROUD *of* OUR YEARS

August 8, 2014

Lori Davidson, Executive Director
Missoula Housing Authority
1235 34th St.
Missoula MT 59801

Dear Lori:

Missoula Aging Services (MAS) lends its whole-hearted support to Missoula Housing Authority's application for Housing Tax Credits to improve the River Ridge Apartments that house low-income, older Missoulians.

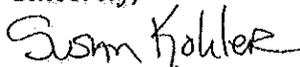
As Missoula Aging Services follows its mission to promote the independence, dignity and health of older adults and those who care for them, we see the full spectrum of needs for older adults. The demographic effect of aging baby boomers and the impact of people outliving their resources results in an ever-growing demand for affordable, accessible housing. The MAS Resource Center has tracked a dramatic increase in requests for housing in the past two years. The River Ridge Apartments project upgrade would continue to provide low-income older adults with the ability to live independently with access to essential services (shopping and medical care are within walking distance.)

In addition, Missoula Aging Services provides support to River Ridge residents through its database of programs and services available in the community to help them remain independent in the community. Several residents are served through Missoula Aging Services' Meals on Wheels program and a congregate meal is served to residents in the community room on a rotating basis. The Resource Center staff is just a phone call away and able to provide help on site if necessary. Resource Center staff also provide assistance to residents on-site with the Renter/Owner Tax Credit.

The ability of the tax credits to keep this property viable is a necessity for older adults living on fixed incomes. The Housing Authority's plan to provide a majority of units (60 percent) for those older adults at 50 percent of the Area Median Income will target those most in need.

Missoula Aging Services appreciates Missoula Housing Authority's proactive efforts to make sure Missoula's older adults have a safe, decent and affordable place to live with dignity and independence.

Sincerely,



Susan Kohler, CEO

T 406.728.7682 F 406.728.7687
337 Stephens Ave | Missoula, MT 59801
MISSOULAAGINGSERVICES.ORG

Guariglia, Kellie

From: John Engen <JEngen@ci.missoula.mt.us>
Sent: Tuesday, September 09, 2014 10:08 AM
To: Bair, Mary; Guariglia, Kellie
Subject: Missoula projects

Good morning, Ms. Bair and Ms. Guariglia.

Thank for your recent letter regarding two applications from Missoula for Low Income Housing Tax Credits. You've received letters of support from me by now, but I thought I'd respond by e-mail as well.

Both of these projects will begin to meet tremendous needs for affordable housing for families and seniors in Missoula and, rather selfishly, I'd like to see them both receive credits. Beyond that, I want you to know that the Missoula Housing Authority and Homeword have demonstrated time and again that they deliver on their promises and provide quality places to live at affordable rates for vulnerable folks in our community.

Thanks for your good work, for considering these applications and for helping Missoula meets the needs of its citizens.

Please don't hesitate to contact me with questions or concerns.

--

John Engen
Mayor
City of Missoula
435 Ryman Street
Missoula, Montana 59802
Office: 406-552-6001
jengen@ci.missoula.mt.us
ci.missoula.mt.us

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Guariglia, Kellie

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Please don't hesitate to contact me with questions or concerns.

--

John Engen
Mayor
City of Missoula
435 Ryman Street
Missoula, Montana 59802
Office: 406-552-6001
jengen@ci.missoula.mt.us
ci.missoula.mt.us

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To The Montana Board of Housing Members

I would be happy if you award the
2015 Housing Tax Credits to Missoula
Housing Authority for River Ridge Apartments
at 2840 Santa Fe Court in Missoula, Montana

My Grandmother - Roberta Barabaut
lives at River Ridge. They are very
nice apartments but are getting old
and need some repairs and up grades to
make and keep our Senior Citizens
comfortable and safe in their Senior
years. This is something at their age
they have earned after working and
taking care of them selves for years
Thank you

RECEIVED

AUG 20 2014

DOC HOUSING

Hollie M. Zeier
Hollie M. Zeier
4725 Ricklie Street
Missoula, Montana
59808

To:
Montana Board of Housing Members

My Mother Roberta Barakat is
a resident at River Ridge Senior
Apartments at 2840 Santa Fe Court in
Missoula, Montana.

I ask that you give serious
consideration to granting the 2015
Housing tax credit to Missoula
Housing Authority that they have
applied for.

River Ridge is a nice and
comfortable place for seniors to
live but the building is now 16
years old and needs some repairs
and is also in need of up grades.
Please make these repairs possible
for our Senior Citizens - Thank you.

RECEIVED

AUG 20 2014

DOC HOUSING

Scott Keier
Scott Keier
P.O. Box 16866
Missoula, Mt. 59808

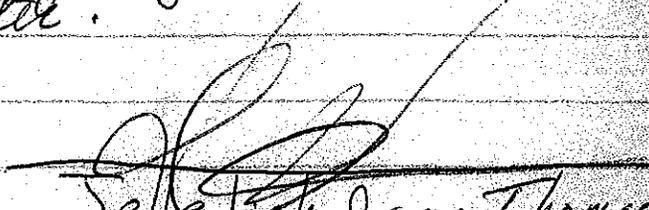
To
The Montana Board of Housing Members

Please give your serious consideration
to awarding the 2015 Housing Tax
Credits to Missoula Housing Authority.
They are asking these credits for River
Ridge Senior Apartments at 2840 South
Le Court in Missoula, Montana.

My Grandmother-in-Law lives
at River Ridge. She is Roberta Banker
and is happy at River Ridge.

The building is 16 years old and
is in need of things like a new roof
and other repairs and upgrading.

Thank you for your consideration
in this matter.


Seth James Thomas
4412 Martindale Way
Missoula, Mt. 59808

RECEIVED

AUG 27 2014

100 HOUSE

JUL 31 2014

INDOC HOUSING



July 21, 2014

I have Lived At River Ridge For 11 years, And I Am
Happy here. We need Hand RAILS, CARPET IN HALLWAYS
And ELEVATORS. New CARPETS. Need energy efficient
Windows, My Windows Are hard to open and close
And sometimes they don't lock so a lot of cold comes
~~through~~ through. We should have Automatic Doors.
Since I Am 97 years Old Regular Doors Are hard
to operate using A Walker.

Kathryn Gerke

RECEIVED 7-29-14

AUG 01 2014

MDOC HOUSING

Montana Board of Housing

To Whom it may Concern

My Name is Evelyn Christensen
and I live at the River Ridge Apts
at 2840 Santa Fe Ct Apt # 318
Missoula, MT - 59805

I'm writing to you in the Support of
the Missoula Housing Authority:

1) I would like to mention, my kitchen Appliances
are older and out of date, and are in need
of Replacement with Energy Efficient Models.
This would take the utility Cost down a bit,
and that would help the Missoula Housing.

2) The Apt units really don't have much
storage space in them. With some extra
Storage units, a person wouldn't have to
sell, give away, or store their items
in someone's storage (a family member) and
it would be nice to be able to keep your
things with you.

So I would hope and pray
that you would please help the
Missoula Housing Authority be able to
serve the people in our great
community in a more productive
way.

Thank you -
Sincerely,
Philip Christensen

JUL 31 2014

INDOC HOUSING

To the Board of Housing,

I am a resident of River Ridge Apartments
in Missoula, MT.

I'm writing to request consideration for
tax credit for our facility. Due to age,
we are in need of work on boilers, roof,
carpet, among other things.

We are a senior living facility, with
the majority being on a limited fixed
income. I feel your help will allow
us to continue living in a comfortable,
safe home.

Thank you.

Gordon Griggs

2840 SANTA FE CT.

APT. 315

MISSOULA, MT. 59808

To
Members of the Montana Board of Housing

I live at River Ridge Apartments
at 2840 Santa Fe Ct. #317 in Missoula
Montana 59808

I am writing to ask for your support
for the 2015 Tax Credits The Missoula
Housing Authority has requested for
River Ridge Senior Apartments. This
is very important to all of us Senior
voting citizens who live here at
River Ridge. Our building is now
16 years old and in need of some
major repairs and upgrading. With
your help River Ridge will continue to
be a safe and comfortable place for
Senior Citizens to live

RECEIVED

SEP 15 2014

DOC HOUSING

Shannon Anderson
2840 Santa Fe Ct. #317
Missoula, Montana
59808

July 27, 2014

To the Board:

I am a senior resident of River Ridge Apts in Mission. I am writing to request you award us some badly needed funds to update our facility. Our roof needs to be addressed as do our boilers, carpeting, air conditioning and we need help. I could probably list more but it'd take more time and space. It's also time for the windows. Please help us.

Granted we are not the Bakken Oil Fields ... we will still be here after the best in the oil fields.

Sincerely,
Sharon Smith
Apt #315

RECEIVED
AUG 04 2014
MDOC HOUSING

JUL 28 2014

MDOC HOUSING

7-23-14

To Whom It May Concern,

The purpose of this letter is to request support for Missoula Housing Authority regarding their property River Ridge Apts at 2840 South Felt, Missoula, MT.

The support we need is in the form of the "Low Income Housing Tax Credit". Before coming to this apartment complex I was forced to rent one room with a bathroom for six years.

The reason? I became disabled after two heart attacks and other health issues. Living off disability income is not easy and I'm very grateful to have gotten into River Ridge Apts.

Please consider our needs when determining where the "Low Income Housing Tax Credit" will be used

Sincerely

Permilla Dallas

2840 South Felt #10

Missoula, MT 598

RECEIVED

JUL 28 2014

MDOC HOUSING-23-14

To Who It May Concern,

I am writing this letter in behalf of Grace Scanlon. She is 91 years and has macular degeneration and difficulty writing letters.

Please give consideration to her request regarding the "Low Income Tax Credit for Affordable Housing".

Grace resides at River Ridge Apts located 2840 South Lee #100, Missoula, MT 59808. She is asking that you give a favorable response to Missoula Housing Authority's application for "Low Income Affordable Housing Tax Credit".

Sincerely

Jane Scanlon

RECEIVED

Lois Lehl
2840 Santa Fe Court, Apt. 121
Missoula, MT 59808-1689

JUL 30 2014 / July 26-201

INDOC HOUSING

To whom this concerns:

I have lived at River Ridge
for 15 years - like it here
we do need some upgrades
and there are several things
that concern me.

Windows don't shut tight -
the screens have holes and
don't stay on tight - my
sliding glass doors don't
lock - needs painting -

Wind blows through
windows - we do need
railings on both sides of
walls in hall - carpets
are bad in halls -

Thank you

Lois Lehl

Our fire system is bad -
The fire dept. is 1 minute
away and takes 15 min. to
get here

To Whom it MAY concern:

AUG 18 2014

MDOC HOUSING

WE HERE AT River Ridge APTS:
ARE CONCERNED ABOUT ARE SOCIAL SECURITIES
SPREADING FAR ENOUGH FOR FOOD DRS. RENT ETC.
SO ANY CONSIDERATIONS ABOUT THE TAX CREDIT
PROGRAM TO LOWER RENT & OTHER COST OF LIVING
EXPENSES! WOULD BE GREATLY APPRECIATED.

Mr Jack Smith
Christian Smith

AUG 15 2014

August 2014

MDOC HOUSING

I have lived at the River Ridge Apartments for nearly 2 years. I am so thankful that we found these apartments

River Ridge is one of the most beautiful complexes in Missouri. Over the last year it's been taken care of very well, but time has a way of changing things.

River Ridge is in need of some repairs and from what I understand the funds are not available.

We really need the help of the Tax Credit program to keep River Ridge in good repair.

I wish every Senior Citizen complex in the State was as beautiful as River Ridge.

Come look us over -

Thank You for your help.

Shirley Charlton

#104

River Ridge

To Montana Board of
Housing My Name is
Jerald L. Armstrong & I
Live in River Ridge #313
I am writing this Letter
to Report that is very many
things that need to be
taken care of here at River
Ridge. There is so many to
be done so I will rite as
many as I am able to of
course being 83 yrs old
I might miss a few. So
if you will Bear with me
I will try to remember
all that I can.

RECEIVED

AUG 04 2014

MDOC HOUSING

Do most all of these
repair & New things to get
River Ridge Back to where
it should Be & make a
clean & Easier apt for
Elderly people & that is
a building that you can be
proud of. I hope this will
make sense to you & all
the people here would Be
Very Thankful & appreciate
what you have done for us

(Many thanks
Jerald L. Armstrong)

RECEIVED

AUG 04 2014

WDOC HOUSING

RECEIVED

AUG 04 2014

INDOOR HOUSING

July 28-2014

Www Bonded & Housing
We ARE happy to be
living in River Ridge Housing
We Appreciate All you do
For the lower-income &
over 50 - and those with
disabilities. - But there
Are some things that
Really need to be
done. soon!

First & most important,
I believe is there ARE
NO RAILS in the hall-
ways. Even if you
could Put them on one
side of the hall.

We ARE Blessed To not
Be dis-abled - But WORRY

about some with B^d ad-
Eye-sight.

also the ARpats ARE
Really getting dangerous -
Would be easy to catch a
toe and FALL. I think
they were put in about
17 YEARS ago and ARE
past the point of Sham-
pooring

Upgrading the windows
would probably help out on
the GAS and electric BILL

Thank you for taking this
into consideration.

Dawn Armstrong

313.

ME 07 504
549 2812

8-15-2014

To Montana Board of Housing Members

I am writing in support of the applications from the Missoula Housing Authority for the 2015 Housing Tax Credits for River Ridge Senior Apartments at 2840 Santa Fe Court in Missoula, Montana 59808

I have lived at River Ridge Senior Apartments since the end of October, 2009. Our building is now 16 years old and in need of some repairs and up grades, that will make it safer and more comfortable for us seniors who live here. We would like to see our building brought up to current standards and be more environmental friendly.

River Ridge is a wonderful place for seniors and would be even better with improvements the tax credit would allow us to have. Then we would feel more comfortable and

2

safe in our homes.

Missoula has a great need for safe and comfortable places for its Seniors to live. We here at River Ridge are like a very large family that love and care for each other.

So please give the applications from Missoula Housing Authority for Tax credits for River Ridge Apartments your serious consideration.

Thank you

Roberta L. Bamhart
2840 Santa Fe Court
Apartment # 314
Missoula, Montana
59808

To Montana Board of Housing Members

I am writing to support the application from Missoula Housing Authority for 2015 Housing Tax Credits for River Ridge Apartments at 2840 Santa Fe Court Missoula, Montana 59808

I am Gayle Reeves and I live in Columbia Falls, Montana. I am writing because my Step Mother Roberta L. Bamhart lives in apt #314 at River Ridge. She is happy living there but the building is 16 years old and needs some improvements and up grading

x Gayle L. Reeves

Gayle Reeves

244 N. Hill Top Road.

Columbia Falls, Mt.

59912

RECEIVED

8-14-2014

AUG 20 2014

MDOC HOUSING
To Montana Board of Housing Members

My name is Kris Zeier and
I live in Kalispell, Montana

My Mother - Roberta Barnhart
lives at River Ridge Senior Apartments
in Missoula, Montana

I am asking for you serious
consideration for the Missoula
Housing Authority's application for
2015 Housing tax credits for River Ridge
Apartment. I would like to see a few
up grades at River Ridge & Make my
Mother's life even better.

X Kris D. Zeier

Kris D. Zeier

881 Smith Lake Road

Kalispell, Mt. 59901

To:
Matoana Board of Housing Members

I am writing in favor of your giving the 2015 Housing Tax Credits to River Ridge Senior Apartments at 2840 Santa Fe Court in Missoula, Matoana. Missoula Housing Authority is applying for these tax credits.

My Mother-in-law, Roberta Barnhart has lived at River Ridge Apts for close to 5 years. She and the other people living there are very happy but know their 16 year old building could use some repairs and upgrading that would make River Ridge up to current standards and environmental friendly.

Thank you for your considerations

RECEIVED

AUG 20 2014

DOC HOUSING

Vickie Zeier

Vickie Zeier

P.O. Box 16866

Missoula, MT. 59808

To the Missoula Board of Housing Members.

I am Lindsey Thomas and my 78 year old Grandmother, Roberta Barnhart lives at River Ridge Senior Apartments. She is happy there but the building is getting old and needs repairs and up grading.

I ask you to please award the 2015 Housing Tax Credits, the Missoula Housing Authority has applied for to improve River Ridge and make our Senior Citizens even more comfortable and to make them safe in their homes.

Thank you.

Lindsey Thomas

RECEIVED

AUG 27 2014

DOC HOUSING

Lindsey Thomas

4412 Martindale Way

Missoula, Mt. 59808

MONTANA BOARD OF HOUSING

~~MONTANA~~ HOUSING ~~TAX~~ CREDIT PROGRAM

~~2015-2016~~ QUALIFIED ALLOCATION PLAN
(QAP)

MONTANA BOARD OF HOUSING
PO BOX 200528
HELENA, MONTANA 59620-0528
(406) 841-2840
(406) 841-2841 FAX

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| All Exhibits are located at: [Montana Department of Commerce – 20165 QAP Exhibits](#)

INTRODUCTION

The low income housing tax credit is established under Section 42 of the Internal Revenue Code of 1986. The credit is a federal income tax credit for Owners of qualifying rental housing which meets certain low income occupancy and rent limitation requirements.

Congress established the Low Income Housing Tax Credit program by enactment of the Tax Reform Act of 1986. Montana Board of Housing (MBOH) implemented and began administering the Low Income Housing Tax Credit program in 1987 in the State of Montana. Since then, the program has assisted in providing for the retention, rehabilitation, and construction of rental housing for low income individuals and families for over 6,000 units throughout Montana.

The Omnibus Budget Reconciliation Act of 1989 required the appropriate administering agencies (in this case, MBOH) to allocate credits pursuant to a Qualified Allocation Plan (QAP) which sets forth the priorities, considerations, criteria and process for making Allocations to Projects in Montana. The Omnibus Budget Reconciliation Act of 1993 provided a permanent extension for the Low Income Housing Tax Credit.

Montana Board of Housing (MBOH) is the state agency that allocates the tax credits for housing located in Montana. The per state resident amount of tax credit allocated annually for housing is limited to ~~\$2,252.30~~ with a minimum cap as allocated by IRS, whichever is larger. The current allocation of Tax Credits plus any inflation factor the IRS may calculate is posted to the MBOH website, normally in August or September each year. Montana receives the minimum cap because of its population.

An Owner must obtain a credit Allocation from MBOH and meet all other applicable requirements before claiming the tax credit.

This QAP is intended to ensure the selection of those developments which best meet the most pressing housing needs of low income people within the State of Montana in accordance with the guidelines and requirements established by the federal government and the requirements, considerations, factors, limitations, criteria and priorities established by the MBOH Board.

At its ~~December 9, 2013~~November 17, 2014 meeting, the MBOH Board considered and approved public notice and distribution of the proposed 201~~6~~5 Qualified Allocation Plan (QAP). Public notice of the proposed 201~~6~~5 QAP and the opportunity for public comment was published and distributed on ~~December 10, 2014~~_____ with oral comments received at a public hearing ~~January 8, 2014~~_____. At its ~~January 22, 2014~~_____ meeting, after considering written and oral public comment on the proposed 201~~6~~5 QAP, the MBOH Board approved the proposed 201~~6~~5 QAP for submission to and approval by the Montana Governor. The Governor of Montana, Steve Bullock, approved the plan as the final 201~~6~~5 QAP on ~~February 28, 2014~~_____.

MBOH annually makes available for reservation and Allocation its authorized volume cap of credit authority subject to the provisions of this QAP.

<http://housing.mt.gov/About/MF/lihtcallocation.mcp>x MBOH evaluates tax credit Applications, selects the Projects for which tax credits will be reserved, and allocates credits to the selected developments meeting applicable requirements. Federal legislation requires that the administering agency allocate only the amount of credit it determines necessary to the financial feasibility of the development.

Tax credits not Awarded during a given round or any unused credits from earlier rounds may, at the discretion of MBOH, be carried forward for the next round of allocation or, as

MBOH determines necessary for financial feasibility, be used to increase the amount of tax credits Awarded for a Project selected for an Award of tax credits in a prior round.

Consistent with the foregoing and notwithstanding any other provision of this QAP, all tax credit Awards, Reservations, Carryover Allocations and Final Allocations are subject to and conditional upon IRS authorization and allocation of tax credits for the State of Montana.

SECTION 1 – DEFINITIONS

As used in this QAP, the following definitions apply unless the context clearly requires a different meaning:

“4% Credits” means ~~MHTC~~ HCs that may be Awarded in accordance with the applicable QAP to Projects with tax-exempt financing under the volume limitation on private activity bonds and outside the competitive allocation process applicable to 9% Credits.

“9% Credits” means ~~MHTC~~ HCs that may be Awarded through the competitive process in accordance with the applicable QAP.

“10% Carryover Cost Certification” means the certification that must be provided to MBOH using the forms provided and including the items specified in Exhibit C to this QAP with respect to a Carryover ~~of a tax credit~~ Allocation.

“Absorption Rate” means the number of months projected in the Application’s market study for a Project to become fully leased.

“Acquisition” means obtaining title, lease or other legal control over a property for purposes of an ~~MHTC~~ Project.

“Acquisition/Rehab” means Acquisition of a property with one or more existing buildings and renovation meeting Montana’s minimum Rehabilitation standard of one or more existing buildings on the property as part of an ~~MHTC~~ Project.

~~“Allocation” means, with respect to MHTCs, MBOH issuance of an IRS Form 8609 (Low Income Housing Credit Allocation Certificate) for a Project after building construction or Rehabilitation has been completed and the building has been placed in service.~~

“Allocation” means an Initial Allocation, Carryover Allocation or a Final Allocation.

“Applicable QAP” means: (a) for purposes of any substantive issues relating to an Award, or to the Development Evaluation Criteria, Scoring, Selection Criteria or Selection Standard for such Award, the particular year’s QAP under which the Application is or was submitted, evaluated and Awarded MHTCs; or (b) for purposes of Project changes, Reservation, Carryover, Carryover Allocation, Final Allocation, compliance requirements, compliance audits, and any post-Award procedures, the QAP most recently adopted.

“Applicant” means the entity identified as such in the Application, and who is and will remain responsible to MBOH for the Application.

“Application” means a request for an Award of ~~MHTC~~ HCs submitted in the form and according to the requirements of this QAP.

“Architect” means a professional licensed by the applicable state authority as a building architect.

“Available Annual Credit Allocation” is defined as and includes the state’s actual or estimated credit ceiling for the current year plus any other available credits from prior year credit authority determined as of 20 business days prior to the applicable ~~Aa~~ Application

deadline, and includes any credits held back pursuant to court order or subject to Award under the Corrective Award set aside.

"Award" means selection of a Project by the MBOH Board to receive a Reservation of MHTCs.

"Award Determination Meeting" means the meeting of the MBOH Board at which the Board selects one or more Applicants to receive an Award.

"Carryover" means the process and determination of MBOH by which Awarded and reserved MHTCs are continued and carried into the second year after Award of the MHTCs by MBOH issuance of a Carryover Allocation, according to the specific requirements of this QAP.

"Carryover Allocation" means a conditional allocation of MHTCs based upon an MBOH Carryover determination, which allocation is conditional upon the Applicant performing all conditions and requirements for Final Allocation as set forth in the Applicable QAP, the Carryover Allocation document issued by MBOH and applicable law.

"Cold Weather Development and Construction" means experience of the MHTC Developer or Consultant on one or more Projects located above the 40 degrees north parallel.

"Commercial Purposes" means use of any Project Amenities, common space or other Project property or facilities by others than tenants for which the Project owner or management receives any compensation for such use, whether in cash or in kind.

"Compliance Period" means, with respect to any building, the initial period of 15 taxable years beginning with the 1st taxable year of the applicable credit period as provided in 26 U.S.C. § 42.

"Consultant" or "MHTC Consultant" means an individual or entity advising a Developer or Owner with respect to the MHTC Application and/or development process.

"Contractor's Overhead" means the contractor's overhead shown in the Applicant's properly completed UniApp Supplement, Section C, Cost Limitations and Requirements.

"Contractor Profit" means the contractor's profit shown in the Applicant's properly completed UniApp Supplement, Section C, Cost Limitations and Requirements.

"Costs Per Square Foot" means Total Project Costs divided by Project Square Footage shown in the Applicant's properly completed UniApp Supplement, Section C, Cost Limitations and Requirements.

"Debt Coverage Ratio" or "DCR" means the ratio of a Project's net operating income (rental income less Operating Expenses and reserve payments) to foreclosable, currently amortizing debt service obligations.

"Design Professional" means a housing/building design professional.

"Developer" means the individual or entity responsible for development, construction and completion of an MHTC Project.

"Developer Fee" means those costs included by the Applicant in the UNHAPP UniApp, adjusted as necessary to comply with the maximum Developer's fee specified in Section 3, which are included as Developer's fees by the Cost Analysis.

"Development Evaluation Criteria" means the evaluation and scoring criteria set forth in QAP Section 9, Evaluation and Award.

"Development Team" means and includes the Applicant, Owner, Developer, General Partner, Management Company, and MHTC Consultant.

"Difficult Development Areas" or "DDA" means an area designated by HUD as a Difficult Development Area.

"Disqualify" or "Disqualification" means, with respect to an Application, that the Application is returned to the Applicant by MBOH without scoring and without consideration for an Award of MHTCs, as authorized or required by this QAP.

"Elderly Property" means a Project that will limit its tenants to households that include at least one individual age 55 or older or in which all household members are age 62 or older. If permitted by the rules applicable to other federal funding sources involved in the Project, households may also include disabled individuals below the specified age thresholds.

"Experienced Developer" means a Developer who was entitled by written agreement to receive at least 50% of the Development Fees on a prior low-income housing tax credit Project that has achieved 100% qualified occupancy and for which the applicable state housing finance agency has conducted a compliance audit which revealed no significant problems.

"Experienced Partner" means a member of the Development Team who was a member of the Development Team on a prior low-income housing tax credit Project that has achieved 100% qualified occupancy and for which the applicable state housing finance agency has conducted a compliance audit which revealed no significant problems.

"Extended Use Period" means the Compliance Period plus an additional period of 15 or more years as specified in the Application and provided for in the Restrictive Covenants.

"Final Allocation" means "Allocation" means, with respect to MHTCs, MBOH issuance of an IRS Form 8609 (Low Income Housing Credit Allocation Certificate) for a Project after building construction or Rehabilitation has been completed according to the Project Application and any MBOH Board-approved changes and the building has been placed in service.

"Final Cost Certification" means an independent third party CPA cost certification, including a statement of eligible and qualified basis for the Project, submitted to MBOH on the form and in accordance with the requirements of this QAP, for purposes of obtaining IRS Form 8609.

"General Partner" means the general partner of a partnership entity that is formed for purposes of a Project.

"General Requirements" means the contractor's miscellaneous administrative and procedural activities and expenses that do not fall into a major-function construction category and are Project-specific and therefore not part of the contractor's general overhead, categorized in accordance with NCSHA standards and shown in the Applicant's properly completed UniApp Supplement, Section C, Limitations and Requirements.

"Gut Rehab" means a Project that includes the replacement and/or improvement of all major systems of the building, including (i) removing walls/ceilings back to the studs/rafters and replacing them; (ii) removing/replacing trim, windows, doors, exterior siding and roof; (iii) replacing HVAC, plumbing and electrical systems; and (iv) replacing and/or improving the building envelope (i.e., the air barrier and thermal barrier separating exterior from interior space) by either removing materials down to the studs or structural masonry on one side of the exterior walls and subsequently improving the building envelope

to meet the whole-building energy performance levels for the project type, or creating a new thermal and air barrier around the building.

"Hard Costs" means and includes all costs included by the Applicant in the ~~UniApp~~UNHAPP which are not included as professional work and fees, interim costs, financing fees and expenses, syndication costs and Developer's fees.

"Initial Allocation" means the conditional setting aside by MBOH of MHTCs from a particular year's federal LIHTC allocation to the state for purposes of later Carryover Allocation and/or Final Allocation to a particular Project, as documented by and subject to the requirements and conditions set forth in a written Reservation Agreement, the Applicable QAP and federal law.

"Investor" means an entity that will directly or indirectly purchase MHTCs from the awardee.

"Land or Property Control" means an executed buy/sell agreement, option to purchase or written agreement to lease that will allow the Owner to acquire Proof of Ownership for purposes of Carryover.

"Large Project" means, for purposes of the Soft Cost Ratio, a Project with more than ~~20-24~~ low-income units.

"Letter of Intent" means a letter and attachment submitted to MBOH in the form shown in Exhibit D.

"Low-Income Housing Tax Credits" means federal low-income housing tax credits, referred to in this QAP as ~~MHTCs~~.

"Management Company" means an entity under contract to manage the property once it is placed in service.

~~"Montana Housing Tax Credits"~~ or "~~MHTCs~~" means federal low-income housing tax credits allocated or available for allocation under this Montana QAP.

"Nationally-Recognized ~~HTC-LIHTC~~ Compliance Training Company" means a company recognized in the Low Income Housing Tax Credit industry as a qualified Low Income Housing Tax Credit compliance trainer.

"NCSHA" means the National Council of State Housing Agencies.

"New Construction" means construction of one or more new buildings, and includes Gut Rehabs.

"Operating Expenses" means projected ongoing costs to run or operate a property.

"Owner" means the legal entity that owns the Project.

"Per-unit Cost" means an amount calculated by dividing Total Project Costs by the number of units in the Project, as calculated in the UniApp Supplement, Section C, Cost Limitations and Requirements, Part XI, line "Cost Per Unit."

"Preservation" means Projects that are for the Acquisition and/or Rehabilitation of existing affordable housing stock.

"Project" means the low income residential rental building, or buildings, that are the subject of an Application for or an Award of ~~MHTCs~~.

"Project Square Footage" means such portion of the total square feet applicable to low-income units and common areas and used for the applicable square footage calculation in the UniApp under Part X, "Project Uses."

"Proof of Ownership" means title or right to possession and use of the property for the duration of the Compliance Period and any Extended Use Period plus one year, e.g., a recorded deed or an executed lease agreement.

"Qualified Allocation Plan" or "QAP" means this Montana qualified allocation plan required by Section 42 of the Code.

"Qualified Census Tract" or "QCT" means an area designated as such by HUD.

"Qualified Nonprofit Organization" means, with respect to a Project, an organization exempt from federal income tax under Section 501(c) (3) or (4) of the Internal Revenue Code whose exempt purposes include the fostering of low income housing, which owns an interest in the Project, which will materially participate in the development and operation of the Project throughout the Compliance Period, and which is not affiliated with or controlled by a for-profit organization.

"Rehabilitation," "Rehab" or "Substantial Rehabilitation" means renovation of a building or buildings to house MHTC units meeting the required minimum cost-per-unit thresholds specified in Section 3 of this QAP.

"Related Party" means an individual or entity whose financial, family or business relationship to the individual or entity in question permit significant influence over the other to an extent that one or more parties might be prevented from fully pursuing its own separate interests. Related parties include but are not limited to: (1) family members (sibling, spouse, domestic partner, ancestor or lineal descendant); (2) a subsidiary, parent or other entity that owns or is owned by the individual or entity; (3) an entity with common control or ownership (e.g., common officers, directors, or shareholders or officers or directors who are family members of each other); (4) an entity owned or controlled through ownership or control of at least a 50% interest by an individual (the interest of the individual and individual's family members are aggregated for such purposes) or the entity (the interest of the entity, its principals and management are aggregated for such purposes); and (5) an individual or entity who has been a Related Party in the last year or who is likely to become a Related Party in the next year.

"Reservation" means MBOH's Initial Allocation of MHTCs from a particular year's federal LIHTC allocation to the state for purposes of later Carryover Allocation and/or Final Allocation to a particular Project, as documented by and subject to the requirements and conditions set forth in a written Reservation Agreement, the Applicable QAP and federal law.

"Reservation Agreement" means a written contract entered into between MBOH and the taxpayer to provide for a Reservation and setting forth the terms and conditions under which the taxpayer may obtain a Carryover Allocation or Final Allocation.

"Restrictive Covenants" means the recorded covenants required by Section 42 of the Code.

"Selection Criteria" means and includes all of the requirements, considerations, factors, limitations, Development Evaluation Criteria, set asides and priorities set forth in this QAP and all federal requirements.

"Selection Standard" means the standard for selection of Projects to receive an Award of MHTCs set forth in the Award Determination subsection of Section 9, Evaluation and Award, i.e., the MBOH Board's determination that one or more Projects best meet the most pressing housing needs of low income people within the state of Montana as more specifically set forth in such subsection.

"Small Project" means, for purposes of the Soft Cost Ratio, a Project with ~~20-24~~ or fewer low-income units.

"Small Rural Project" means, for purposes of the Small Rural Project set aside, a Project: (1) for which the submitted tax credit Application requests tax credits in an amount up to but no more than 10% of the state's Available Annual Credit Allocation, ~~and (2)~~ proposed to be developed and constructed in a location that is not within the city limits of Billings, Bozeman, Butte, Great Falls, Helena, Kalispell, or Missoula, and (3) with 24 or fewer total units.

"Soft Costs" means the costs of professional work and fees, interim costs, financing fees and expenses, syndication costs and Developer's fees included by the Applicant in the UniApp~~UNIAPP~~.

"Soft-Cost-to-Hard-Cost Ratio" or "Soft Cost Ratio" means total Soft Costs divided by total Hard Costs as calculated in the UniApp.

"Sources and Uses" means the sources and uses of funds as specified in the Application.

"Total Project Cost" or "Total Development Cost" mean all costs including building, Acquisition, site work, construction and Rehab, professional work & fees, construction/interim fees, permanent financing fees, Soft Costs, syndication costs, Developer Fees and Project reserves, as shown in UniApp Section C, Part II, Uses of Funds line "Total Projects Costs without Grant Admin". Total Project Cost does not include grant administration costs.

"UniApp" means the Uniform Application and Supplement available on the MBOH website at: <http://housing.mt.gov/FAR/housingapps.mcp>.

"UniApp Supplement" means the Supplement portion of the UniApp.

"Vacancy Rate" means percentage of vacant units in the Application's market area or in the property.

SECTION 2 - OVERVIEW OF ~~MONTANA-MBOH~~ HOUSING ~~TAX~~ CREDITS

THE FOLLOWING IS A BRIEF SUMMARY OF SOME ELEMENTS OF THE LOW INCOME HOUSING TAX CREDIT AND IS PROVIDED FOR INFORMATIONAL PURPOSES ONLY. THERE ARE NUMEROUS TECHNICAL RULES GOVERNING A BUILDING'S QUALIFICATION FOR THE TAX CREDIT, THE AMOUNT OF THE ~~TAX-HOUSING~~ CREDIT, AND AN OWNER'S ABILITY TO USE THE CREDIT TO OFFSET FEDERAL INCOME TAXES. ANYONE CONSIDERING APPLYING FOR ~~TAX-HOUSING~~ CREDITS SHOULD REFER TO SECTION 42 OF THE UNITED STATES INTERNAL REVENUE CODE (26 U.S.C. § 42). DEVELOPERS OR OWNERS INTERESTED IN APPLYING FOR A CREDIT ALLOCATION SHOULD CONSULT THEIR OWN TAX ACCOUNTANT OR ATTORNEY IN PLANNING A SPECIFIC TRANSACTION.

Low Income Housing Tax Credits, referred to in this QAP as ~~Montana-Housing Tax~~-Credits or ~~MHTCs~~, are Awarded by the State of Montana through MBOH to applicants based on the information submitted in or in connection with applications, other information obtained by MBOH staff as provided in this QAP and justification with support documentation supplied by the applicants. At or before the time an Application is made, the Applicant must solicit an Investor who will purchase the tax credits, if Awarded.

The ~~tax-housing~~ credits are Awarded each year for a ten-year period. Hypothetically, a Project Awarded \$100,000 in tax credits is essentially Awarded \$1,000,000 (\$100,000 X 10 years) for the ten-year period. When an Investor purchases the credits, the money from the purchase is infused into the financing for the building of the Project. The Investor

purchases the tax-housing credits, for example, \$.75 on the dollar (\$100,000 X \$.75 X 10 years) equating to \$750,000. Typically, the Investor pays at a range of \$.70 to \$.90 on the dollar. This money directly reduces the amount of dollars financed in a Project, thereby the amount each tenant must pay (Low Income) as well as assuring that the Project cash flows.

The Investor, through a limited liability partnership (LLP) or a limited partnership (LP), must be a 99.99% Owner of the Project for fifteen years during which the Investor declares \$100,000 each year for ten years as credit on the Investor's income tax. Generally, once fifteen years have passed, the Project is sold back to the General Partner (the .01% partner) for a negotiated amount and the ownership is transferred.

Throughout the tax-housing credit Extended Use Period (~~a minimum of 15 years, which may be extended to 31 years or more~~) the Project must comply with the requirements of tax housing credit administration as set forth in the current QAP and 26 U.S.C. § 42. Periodic file audits and inspection of units will be performed by MBOH staff.

The tax-housing credit is available for residential rental buildings which are part of a qualifying low income Project. The rental units must be available to the general public. Residential properties which are ineligible for the credit generally include transient housing, housing initially leased for less than six (6) months, buildings of four (4) units or less which are occupied by the Owner or a relative of the Owner, nursing homes, life care facilities, retirement homes providing significant services other than housing, dormitories, and trailer parks.

Projects with tax-exempt financing under the Montana's volume limitation for private activity bonds may be eligible to receive tax-housing credits outside the state's tax-housing credit allocation volume cap. See specific requirements in Tax Exempt Bond Financed Projects discussion in Section 3, Montana Specific Requirements, below.

The tax-housing credit can be used to assist in financing Acquisition with substantial Rehabilitation, substantial Rehabilitation, construction of qualifying residential rental, or eventual homeownership housing. The applicable percentage rate (APR) for each Project will depend upon the type of building and its financing, the floating APR or other APR set by the federal government, and the Project's election of the APR. As long as the building continues to qualify for the credit, the Owner may claim the credit each year during the 10-year credit period.

New Construction or Substantial Rehabilitation

~~New Construction and Rehabilitation projects using competitive credits will qualify for the floating monthly tax credit rate (commonly referred to as the 9% rate) or another percentage rate permitted by federal law. The applicable tax credit rate is elected by the taxpayer and locked at Reservation/Initial Allocation or at placed in service, as specified in the Reservation Agreement. For a new building placed in service which is not federally subsidized as described below, the annual tax credit is a percentage of the building's qualified basis determined according to rates published periodically by the federal government applicable for the month prior to the date of application (or another percentage rate permitted by federal law).~~ If an Owner substantially rehabilitates a building (basically by incurring rehabilitation expenditures the greater of either \$6,200 (**see specific higher requirements for Montana below in "Substantial Rehabilitation" in Section 3, Montana Specific Requirements**) Hard Costs per rental unit or an amount which is not less than 20% of the adjusted basis of the building during a 24-month or shorter period), the Rehabilitation expenditure is treated as a separate new building for purposes of the tax housing credit. The "per unit" calculation is the total amount of the Project divided by the number of units within the Project.

Acquisition and Substantial Rehabilitation

For an existing building which is acquired and substantially rehabilitated, the tax credit will be approximately four (4) percent for qualified Acquisition costs and nine (9) percent for the qualified substantial Rehabilitation costs, provided that the Rehabilitation is not federally subsidized.

Eventual Home Ownership

The opportunity for Eventual Home Ownership allows for Projects, with sufficient justification, to make units available to be purchased by the current tenants after 15 years of successful performance as an affordable rental. See specific requirements for Montana below.

Federally Subsidized Buildings

Projects funded by tax exempt bonds are considered federally subsidized and qualify only for 4% of the qualified basis for New Construction, Acquisition, and Rehabilitation. Buildings directly or indirectly financed with below market federal loans are not considered federally subsidized. Below market loans made to the Project from the proceeds of grants made under the HOME Investments Partnership Act or loans made to Projects through the Native American Housing Assistance and Self Determination Act of 1996 are no longer considered to be federal subsidy. Section 8 rental "certificate" or "voucher" subsidy is not considered to be federal subsidy.

Qualifying Buildings

In order to qualify for the tax-housing credit, an eligible building must be part of a qualifying low income Project. A Project is a qualifying Project only if it meets one of the following requirements:

At least 20% of its units are rent-restricted and rented to households with incomes at 50% or less of area median gross income, adjusted for family size (the "20-50 test"), or

At least 40% of its units are rent-restricted and rented to households with income at 60% or less of area median income, adjusted for family size (the "40-60 test").

Election

The Owner must make an irrevocable election between the 20-50 test and the 40-60 test. Regardless of the election made, the credit is only allowed for the portion of the building dedicated to low income use (for example, if the Owner elects the 40/60 test and a

minimum of 40% of the units are low income, the Owner would qualify for tax-housing credits on a minimum of 40% of the eligible basis as defined in this summary).

Rent Limitation

The gross rent for each low-incomehousing credit unit may not exceed 30% of the applicable income ceiling (30% of 50% of median or 30% of 60% of median, as applicable, calculated based on the number of bedrooms in the unit, which is the "Maximum Rent"). For purposes of the rent limitation, the gross rent is the sum of the rent amount payable by the tenant, a utility allowance amount determined in accordance with this QAP (see "Utility Allowances" in Underwriting Assumptions and Limitations in Section 3 below) and any mandatory fees payable by the tenant. Rental assistance payments made by government agencies such as Section 8, Rural Development, or any comparable rental assistance program are not included in gross rent. Gross rent does not include any fee for supportive services as described in 26 U.S.C. §42(g)(2)(B)(iii). Gross Rent is expressed as follows:

Tenant paid rent + Utility Allowance + Mandatory Fees equals the Gross Rent

The Gross Rent must be less than or equal to the Maximum Rent (i.e., 30% of the applicable income ceiling).

Basis

Eligible Basis

Eligible basis of a qualifying building is generally the same as its adjusted basis for tax purposes, determined at the time the building is placed in service. Generally, eligible basis consists of:

- The cost of New Construction or ~~S~~substantial Rehabilitation; or
- The cost of purchasing an existing building and the cost of ~~S~~substantial Rehabilitation.

Eligible basis includes costs of common areas and comparable amenities provided to all residential rental units in the building. However, eligible basis must be reduced to reflect any Rehabilitation or historic preservation tax credit claimed with respect to the building. Eligible basis excludes land cost, costs attributable to any portion of the building which is not residential rental property (except common areas), and costs attributable to non-low income units which are above the average quality of the low income units in the Project. Cost certifications must list all items in basis (parking lot, paving, community areas, covers for parking, etc.).

Qualified Basis

To determine the qualified basis of a qualifying building, the taxpayer multiplies the eligible basis of the building by the lesser of the "unit percentage" or the "floor space percentage". The "unit percentage" is the number of low income units in the building expressed as a percentage of the number of all residential rental units in the building. The "floor space percentage" is the total floor space of the low income units in the building expressed as a percentage of the total floor space of all residential rental units in the building. Low income units are eligible units which are occupied by qualified low income tenants (with income at or below 50% or 60% of area median gross income, depending on the Owner's election of the 20-50 or 40-60 test) and which comply with the gross rent limitation (30% of the applicable 50% or 60% income limit). The credit is only allowed for the portion of the building dedicated to low income use.

Credit Calculations

To calculate the credit each year, the taxpayer applies the applicable credit percentage to the qualified basis of a qualifying building. The "qualified basis" is that portion of the "eligible basis" attributable to low income units in the building.

Allocation of Credit

Need for Allocation

All Projects including Projects financed with tax-exempt bonds must first obtain a ~~credit~~ Final Allocation from MBOH before claiming the ~~tax-housing~~ credit. MBOH makes ~~an-a~~ Final Allocation ~~on-by~~ issuance of IRS Form 8609.

Allocation Applies Throughout Credit Period

An Owner needs to obtain a ~~credit-Final~~ Final Allocation only once with respect to a building for which the credit will be claimed. The ~~credit-Final~~ Final Allocation then applies each year during the 10-year credit period. Regardless of the maximum credit otherwise available (based on applying the applicable credit percentage to the qualified basis), the credit claimed each

year for a building may not exceed the ~~amount of the credit~~ Final Allocation for that building.

Time for Obtaining Allocation – Carryover Provision

An Owner who receives an Award of credits must either:

- Place the building in service and receive ~~an a Final~~ Allocation by MBOH issuance of IRS Form 8609 by the close of the calendar year corresponding to the annual tax credit ceiling from which the credits are allocated (e.g., by the close of calendar year ~~2015-2016~~ for ~~2015-2016~~ credits Awarded in ~~December November 2014~~ ~~2015~~ ~~January 2016~~), or
- Obtain a Carryover ~~of tax credit~~ Allocation as provided below, **and** place the building in service **and** receive ~~an a Final~~ Allocation by MBOH issuance of IRS Form 8609 ~~by the close of the carryover period.~~

Carryover Provision

A Carryover of a ~~tax-housing~~ credit Allocation will be permitted for a period of two (2) years beyond the end of the calendar year corresponding to the annual tax credit ceiling from which the credits are allocated (e.g., by the close of calendar year ~~2017-2018~~ for ~~2015-2016~~ credits Awarded in ~~December November 2014~~ ~~2015~~ ~~January 2016~~); contingent upon meeting 10% requirements (see 10% Test in Section 10 below for specific requirements).

Compliance Period

The Compliance Period is the initial period of 15 taxable years beginning with the 1st taxable year of the applicable credit period as provided in 26 U.S.C. § 42. The Application must specify an additional period of 15 or more years in which the Applicant agrees to maintain units for low income occupancy. The Compliance Period plus the additional 15 or more year period together are referred to as the Extended Use Period. These restrictions ~~must will~~ be included in the Declaration of Restrictive Covenants and ~~must will~~ be effective for the entire Extended Use Period.

An Owner must continue to meet the ~~credit~~ requirements of Section 42 for a Compliance Period of 15 years. Failure to comply, reducing the number of the MHTC units, or reducing floor space for which the credit is based during the Compliance Period, ~~may will~~ result in a IRS recapture of tax credits, including non-deductible interest, of at least a portion of the tax credits taken previously by the Owner.

To be eligible for MHTCs, a building must be subject to an extended low income housing commitment between the Owner and the state agency, which commitment must be established by recorded Restrictive Covenants effective for the full Extended Use Period. The Owner must meet compliance criteria for the full Extended Use Period specified in the Restrictive Covenants. Any Application indicating an Extended Use Period beyond the Compliance Period forfeits the right to request that MBOH locate a non-profit qualified buyer and the Owner must maintain MHTC units through the Extended Use Period as provided in the Restrictive Covenants.

Three-year protection period

MHTC rent requirements and restrictions will continue for a period of three years following the termination or expiration of the Extended Use Period. The Owner cannot evict or terminate the tenancy of an existing tenant of any MHTC unit other than for good cause during the Extended Use Period, ~~and for or during~~ the additional three-year protection period.

SECTION 3 - MONTANA SPECIFIC REQUIREMENTS

Eligible Applicants

An Applicant who previously received an Award of credits for its first tax credit Project in Montana may not receive an Award of credits for another Tax Credit Project until the first Project has achieved 100% qualified occupancy and an MBOH compliance audit has been conducted which revealed no significant problems. For purposes of this rule, Applicants are considered to be the same Applicant if the Applicants are Related Parties or if the same Developer or a Related Party of the Developer will receive more than 50% of the Development Fees for both Projects. The foregoing rule does not apply to a subsequent tax credit Application if the Developer partners with an Experienced Developer who will be entitled under a written agreement to receive at least 50% of the Developer Fee on the subsequent Project. **Anyone debarred from federal programs or FHLB, or prohibited from applying for LIHTCs by another state HFAs for disciplinary reasons is not eligible to apply.**

Tax Credit Proceeds

In order to allow MBOH to adequately evaluate Sources and Uses for Montana Housing Tax Credit Projects, the Applicant is required to provide information to MBOH regarding the proceeds or receipts generated from the tax credit.

At Application, expected proceeds must be estimated by the Applicant. **Within 30 days after equity sources are committed, the Applicant must provide MBOH with a copy of the commitment or agreement.** Prior to issuance of IRS Form 8609, MBOH will require the accountant's certification to include gross syndication proceeds and costs of syndication, even though the costs are not allowed for eligible basis.

Sources and Uses Certification

Applicants must certify that they have disclosed all of a Project's funding Sources and Uses, as well as its total financing, and must disclose to MBOH in writing any future changes in Sources and Uses over 10% in any line item or any increase in Soft Costs throughout the development period (until 8609's are received). Applicant's certification of such disclosure must be provided to MBOH at Application, at 10% Carryover Cost Certification and at Final Cost Certification on the form attached below as Exhibit C.

Development Cost Limitations

To balance housing needs in Montana with appropriate and efficient use of the state's allocation of tax credit authority, MBOH has adopted the following cost limitations and requirements for purposes of calculating the tax credit amount for a particular Project. These cost limitations are based upon and in accordance with NCSHA standards.

Per-Unit Costs/Cost per Square Foot

Per-unit Costs and Costs Per Square Foot are subject to the specific limitations provided in other sections of this QAP. In addition, MBOH will evaluate ~~per-unit costs~~ **Per-unit Cost** and ~~cost per square foot~~ **Costs Per Square Foot** for all Projects for reasonableness, taking into account the type of housing, other development costs as detailed below, unit sizes, the intended target group of the housing and other relevant factors. MBOH will also consider the area of the state and the community where the Project will be located in this review.

All Applications must provide justification for development costs. These costs will be analyzed and scrutinized considering the individual characteristics of the Project listed above and will be compared to other like Projects.

Even though the costs of some Projects may be justifiable and even in some contexts considered reasonable given their unique characteristics, MBOH may decline to Award credits to a Project where it determines that costs are unreasonable.

Development cost analysis will be done on Total Development Costs, including land costs, whether or not any such costs are eligible for the credit financing.

Per-unit Cost may not exceed \$230,000 per unit. Applications exceeding this limit will be returned un-scored and will receive no further consideration, and the application fee will not be refunded.

Additional Cost Limitations

Applications must comply with the following limitations on Contractor Overhead, General Requirements, Contractor Profit and Developer Fee. To the extent an Application exceeds these cost limitations, as calculated in Uni-App Section C, Cost Limitations and Requirements, the excessive costs will be reduced to the limit amount for all purposes under the MHTC program, including without limitation, calculation of basis and eligible Project costs, determination of credit eligibility, and any Award, Reservation or Allocation of credits.

Contractor's Overhead

Contractor's Overhead is limited to a maximum of 2% of Construction Costs.

General Requirements

General Requirements are limited to a maximum of 6% of Total Construction Costs, excluding General Requirements.

Contractor Profit

Contractor Profit will be limited to a maximum of 6% of Construction Costs.

Developer Fees

Developer Fees for New Construction, ~~Acquisition/Rehab~~ or Rehabilitation will be limited to a maximum of 15% of Total Project Costs. For purposes of this Developer Fee limit, Total Project Costs do not include minus the Developer Fees, Contractor Profit, or land costs, and, if the Project is Rehabilitation only, the Project costs of Acquisition. Consultant fees (amount must be disclosed) will be included as part of and subject to the limit on Developer Fees. Architectural, engineering, and legal fees are considered to be professional services, and are not included in this limitation; however, fees for professional services will be examined for reasonableness.

Developer fees for acquisition will be limited to a maximum of 15% of the Project Acquisition costs.

Disclosure of Transactions Involving Related Parties

If the development includes transactions with Related Parties, any profit from those transactions must be subtracted from the Total Development Cost before calculating the 15% maximum Developer Fee and 6% maximum Contractor Profit. Failure to fully disclose Related Party transactions may result in the project's not receiving an Award of tax credits. MBOH reserves the right to negotiate lower Developer Fees and Contractor Profit on Projects involving Related Party transactions.

Limitation on Soft Costs

The Soft-Cost-to-Hard-Cost Ratio ("Soft Cost Ratio") for the Project, based upon the Application's UniApp, may not exceed 30% for Large Projects (more than 20 units) and 35% for Small Projects (20 or fewer units) or Small Rural Projects. If the Soft Cost Ratio for a Project exceeds the applicable maximum, MBOH will contact the Applicant regarding the excessive costs and allow the Applicant to specify how and by what amount its Soft Costs will be reduced to comply with the maximum. The Applicant must communicate its chosen Soft Costs adjustments to MBOH staff in writing within ten (10) business days after such communication and the Application will be deemed amended to reflect such adjustments for all purposes under the MHTC program. All such soft cost adjustments and the Application, as amended to reflect such adjustments, must comply with this QAP in all other respects. If the Applicant fails to communicate its soft cost adjustments to MBOH staff within the required time, MBOH staff will decide how and by what amount Soft Costs will be reduced to comply with the maximum and the Application will be deemed amended to reflect such adjustments for all purposes under the MHTC program.

Underwriting Assumptions and Limitations

Credit Percentage Rate for Tax Credit Calculation

The credit percentage rate published by the federal government for the month prior to the date of Application will be used by Applicants and MBOH for purposes of preparation, submission, underwriting and evaluation of Applications and Award of MHTCs.

Operating Expenses

MBOH will evaluate Operating Expenses and Vacancy Rate underwriting assumptions for all Projects for reasonableness, taking into account the type of housing, unit sizes, intended target group of the housing and the location of the Project within the area of the state and the community. Staff may require the applicant to provide additional justification and documentation regarding any operating costs deemed to be outside the normal range.

Debt Coverage Ratio

The Debt Coverage Ratio ("DCR") should be between 1.15 and 1.25. DCR's outside this range must be justified in the Application narrative.

MBOH will evaluate the DCR at Application, at 10% Carryover Cost Certification and at Final Cost Certification. MBOH considers several variables, including projected Vacancy Rates (which may require upward adjustment for small properties) and operating cost data, in conjunction with debt service coverage, in judging the long-term financial viability of Projects. MBOH may require adjustments to rents or credit amount to assure the credits Awarded are no greater than necessary to make the Project feasible.

Maximum Rents

The MBOH Board may require that rents be maintained at a specified percentage of maximum target rent throughout the Extended Use Period. If required for a particular Project, this limitation must be specifically included as a condition of the MHTC Award and included in the Project's Restrictive Covenants.

Operating Reserves

Minimum operating reserves must be established and maintained in an amount equal to at least four months of projected Operating Expenses, debt service payments, and annual replacement reserve payments. The specific requirements for reserves, including the term for which reserves must be held, must be included in the limited partnership operating agreement and meet the requirements of the Investor. Using an acceptable third party source, this requirement can be met by either cash, letter of credit from a financial

institution, or a Developer guarantee that a syndicator has accepted the responsibility for a reserve.

Replacement Reserves

Minimum replacement reserves must be built up in amount equal to at least \$250 per unit annually for New Construction developments for Elderly Properties and \$300 for other New Construction and Rehabilitation developments, until the replacement reserve equals at least \$1,000 per unit. Upon Allocation of tax credits, the Project has five years to attain and must then maintain replacement reserves in at least that amount per unit. Exceptions may be made for certain special needs or supportive housing developments. Exceptions ~~will need to~~must be documented and will be reviewed on a case by case basis. In projecting replacement reserves (15 year pro-forma), developments should take into account a realistic rate of inflation foreseeable at the time of Application. The specific requirements for reserves, including the term for which reserves must be held, will be included in the limited partnership operating agreement and meet the requirements of the Investor.

Utility Allowances

The Montana Department of Commerce Section 8 Utility Allowances are the only acceptable utility allowances ~~allowed~~ for Applications, unless otherwise provided by USDA (Rural Development) ~~or, an MBOH-approved allowance or a HOME-approved allowance approved local public housing authority~~. Utility allowances provided by utility providers will not be considered or accepted. ~~Any time after one year of being placed in service Owners may submit 12 months of actual utility bills for MBOH to average and approve an AGENCY APPROVED ALLOWANCE. This includes all existing tax credit properties. For properties rehabilitated with MHTCs, data collected prior to being placed in service may be submitted at Acquisition Place in Service (PIS) or later to obtain an AGENCY APPROVED ALLOWANCE.~~

~~Applicable Percentage Rate for Tax Credit Calculation~~

~~For purposes of preparation, submission, underwriting and evaluation of Applications and award of MHTCs, the tax credit amount for a Project must be calculated using the percentage of the building's qualified basis determined according to the rate published by the federal government for the month prior to the date of Application (or another percentage rate permitted by federal law).~~

Project Accessibility Requirements

The Fair Housing Act, including design and accessibility requirements, applies to MHTC properties. All New Construction and Rehabilitation that at least replaces interior walls and doors must incorporate the following:

- 36 inch doors for all living areas (except pantry, storage, and closets).
- Levered handles for exterior and interior doors (except exterior swing doors).
- Outlets mounted not less than 15-18 inches above floor covering.
- Light switches, control boxes and/or thermostats mounted no more than 48-36 inches above floor covering.
- Walls adjacent to toilets, bath tubs and shower stalls must be reinforced for later installation of grab bars.
- Lever style faucets for laundry hook-up, lavatory and kitchen sink.
- A minimum of a ground level half-bath with a 30X48 inch turn space (also required in Rehabilitation unless waived by staff for structural limitations or excessive cost, etc.).
- No-step entry to all ground floor units.

Compliance with accessibility requirements must be certified in the architect's letter of certification submitted with the 8609 submission. It is suggested but not required that Projects also include parking for caregivers to the disabled and that lease addendum provide for moving a non-disabled household from a handicapped unit to a regular unit if the handicapped unit is needed for rental to a disabled tenant.

Energy and Green Building Initiatives, Goals and Requirements

Integrated Design Process and Community Connectivity

Project development and design includes a holistic approach. Processes include neighborhood and community involvement to ensure Project acceptance and enhancement. Integrated design processes ensure higher quality finish Project. Existing neighborhood edges, characteristics, fabric are considered in the Project design. Some considerations may include but are not limited to a community design charrette, incorporating Project into neighborhood fabric, energy modeling, commissioning, blower door testing, etc.

Sustainable Site, Location and Design

The building(s) and Project site, including the surrounding area, provide opportunities for education, alternative transportation, services, and community facilities. This is evidenced, for example, by Projects using existing infrastructure, reusing a building or existing housing, redeveloping a greyfield/brownfield, or developing in an existing neighborhood. Design elements use the site's characteristics and reduce impact on the site allowing for open space and other amenities, such as infill projects, rehabilitating existing building(s), rehabilitating existing housing, providing carpooling opportunities, using well water for landscaping, etc.

Energy and Water Conservation

Design features, product selection and renewable energy options directly reduce use of resources and result in cost savings. Design and product selection exceeds applicable energy codes in performance. Examples include but are not limited to Energy Star appliances, drip irrigation, low flow fixtures, dual flush or composting toilets, ground source heat, duct sealing, rain water collection, and low water consumption plants.

Material and Resource Efficiency

Material selections are better quality, designed for durability and long term performance with reduced maintenance. Products used are available locally and/or contain recycled content. Construction waste is reduced in the Project through efficient installation or recycling waste during construction. Considerations include but are not limited to construction waste management specification, recycled content products, local materials, reuse existing building materials, certified lumber, and sustainable harvest lumber.

Healthy Living Environments (Indoor Environmental Quality)

Materials and design contribute to a healthy and comfortable living environment. Mechanical system design, construction methods and materials preserve indoor air quality during construction as well as the long term performance such as fresh air circulation and exhaust fans, bathroom and kitchen fans exhausting air and moisture, material selection with low toxicity and low VOC (volatile organic compounds) paints, sealants, and adhesives.

Smoke-Free Housing

Promoting healthy behaviors can also have a large impact on residents at no additional cost to the Developer. Smoke-free policies protect residents against the harmful health impacts of tobacco smoke, greatly reduce the risk of fires, and prevent damage to units caused by tobacco smoke. Such policies also make properties more attractive to those who do not allow smoking in their own homes.

For New Construction Projects seeking or awarded ~~2015-2016~~ or later year credits, the Owner (and any Management Company) ~~may~~must establish and implement a written policy that prohibits smoking in the units and the indoor common areas of the Project, including a non-smoking clause in the lease for every Project unit. The Owner (and any management company) rather than MBOH will be responsible to enforce such written policy and lease clause. The Owner and Management Company also must make educational materials on tobacco treatment programs, including the phone number for the Montana Tobacco Quit Line, available to all tenants of the Project. The Montana Tobacco Use Prevention Program Smokefree Housing Project can provide educational materials and smokefree signage to property owners and managers free of charge, as requested. If smoking is allowed outside on the Project Property, it is recommended that the written smoking policy require that smoking be restricted to areas no closer than 20 feet from all building entrances and exits. The written policy may provide appropriate exceptions for bona fide cultural or religious practices.

[NOTE: The foregoing provision, making a non-smoking policy and lease clause mandatory, is presented for the Board's consideration. MBOH staff does not recommend either for or against a mandatory provision, but considers this a policy decision for the Board's determination.]

Required Blower Door and Infrared Testing for Projects Awarded Credits

For New Construction Projects Awarded MHTCs: Blower door tests must be completed on every Single Family Project unit. On Multi-Family Projects, blower door tests must be completed on the greater of twenty percent (20%) of units (such units to be selected by MBOH in conjunction with the testing provider) or the number of units required by State building codes (whether or not the State building code has been adopted in the Project's jurisdiction). Proof of such testing demonstrating compliance with the state building code standard (CFM50) must be submitted to MBOH to qualify for issuance of Form 8609. The Developer or Builder must notify MBOH at least one week in advance of the date and time that blower door testing will be performed and MBOH staff must be permitted to attend and observe the testing.

For Rehabilitation Projects Awarded MHTCs: Infrared tests will be required on each full unit and all common areas both before and after the Rehabilitation. The Developer or Builder must notify MBOH at least one week in advance of the date and time that post-Rehabilitation infrared tests will be performed and MBOH staff must be permitted to attend and observe such testing. Proof of such testing must be submitted to MBOH to qualify for issuance of Form 8609, demonstrating at least 20 degrees temperature difference from outdoors to inside the unit.

Substantial Rehabilitation

Montana's minimum Rehabilitation standard is expenditures the greater of (i) \$15,000 (for 4% projects)/\$25,000 (for 9% Projects) of Hard Costs per rental unit, or (ii) an amount which is not less than ~~20~~30% of the adjusted basis of the building during a 24-month or shorter period.

Rehabilitation Projects applying for (9%) competitive credits must meet all requirements of the capital needs assessment and must also include:

- Replacement or refinishing of cabinets unless the cabinets have been replaced within the 5 years prior to Application submission;
- Replacement of all flooring unless flooring shows no appreciable wear (replacement of flooring when units are next rented to a new tenant is not acceptable).

- Replacement of windows to meet current code requirements. An exception to this requirement will be granted if windows have been replaced to meet code requirements within the 5 years prior to Application submission and a request is submitted to MBOH staff at least 6 weeks before the Application submission deadline.
- Refinishing, repair or replacement of the exterior siding. If exterior siding is to be replaced or if additional insulation can be incorporated, the insulation will be brought up to current code for new construction.
- Replacement of all appliances that are more than 5 years old as of the date of Application submission.
- Upgrading units and property to new or nearly new appearance.

Tax Exempt Bond Financed Projects

Projects with tax-exempt financing under the volume limitation on private activity bonds (“4% Projects”) may be eligible to receive tax credits outside the state’s tax credit allocation volume cap. Applications may be submitted at any time and are not limited to the application schedule in Section 4, below. Applications must meet all requirements of the applicable QAP and must meet at least the minimum Development Evaluation Criteria score specified in Section 9, below, to receive an Allocation of tax credits. Projects with tax exempt financing must submit a certification from the bond financing agency indicating that the Project meets the public purpose requirements of the bonds and that the Project is consistent with the needs of the community. For purposes of Application, evaluation and Awarding tax credits with respect to 4% Projects, the “Applicable QAP” is the version of the QAP most recently and finally adopted as of the date of Application submission.

Eventual Homeownership

Several supplemental Application documents are required for Projects that include eventual homeownership. The Application must address how the Owner will administer the transfer of ownership to a qualified homebuyer at the end of the Compliance Period. Second, the Application must either identify the price at the time of the title transfer or a reasonable process to determine the price. Third, the Application must document that the potential owners will be required to complete a homebuyer counseling program. The Applicant must identify how Reserve for Replacement funds will be used at the time of sale of the properties. At the time of sale, the MHTC Owner must provide a copy of the title transfer together with a certificate verifying that the new homeowner completed a homebuyer program within five years prior to the transfer of title. Enforceable covenants must maintain the home as affordable and prevent sale or resale to a realtor, financial institution, or a family with an income over 80% AMI, or more than 80% of FHA appraised value. Families who exceed income levels of 80% of AMI at the time of the sale must have qualified at the appropriate AMI contained in the recorded Restrictive Covenants for the Project evidenced by the Tenant Income Certification at the initial rent-up for the family. Tenant qualification documentation must be sent to MBOH for approval before the sale is completed. Please contact MBOH for current forms. Units not sold under the Eventual Home Ownership Program must remain in compliance with Section 42 until such time as they are sold to a qualified buyer or the end of the Extended Use Period.

130% Basis Boost

Basis Boost for QCT and DDA Projects

Federal law permits MBOH to reserve tax credits based on a “basis boost” of 30% for Projects in a Qualified Census Tract (“QCT”) or in HUD designated Difficult Development Areas (“DDA”). In addition, a 30% “basis boost” may be available for non-QCT or DDA Projects based upon the specific requirements specified below.

MBOH Discretionary Basis Boost for Non-QCT/DDA Projects

For buildings not already eligible for the 30% “basis boost” by virtue of being located in a QCT or DDA, up to 130% of the eligible basis of a New Construction building or the Rehabilitation portion of an existing building may be considered in Awarding tax credits if MBOH determines that an increase in tax credits is necessary to achieve the Project’s feasibility. MBOH staff may recommend an Award of tax credits, and the MBOH Board, at the time it considers authorizing reservations of tax credits, may Award credits for such buildings based upon a basis boost of up to 30%. Applications for Projects not located in a DDA or QCT may be submitted with requested tax credits calculated at up to 130% of eligible basis. Applicants must justify the need for the requested basis boost in the narrative and support documentation. Considerations justifying a need for a basis boost are:

- Qualification of the Application for the Small Rural Project set aside pool;
- Qualification of the building location for Rural Development funding;
- Targeting of more than 10% of the Project units to 40% or below area median income level or more than 62% of Project units to 50% or below area median income level;
- The Project includes historical preservation or Preservation of existing affordable housing; or
- The Project is located within a community where unusual market conditions produce higher than normal labor and material costs, unusually high land cost and/or rent and income limits which are too low to support the cash flows required by the Project’s financial structure.

The MBOH discretionary basis boost does not apply to tax exempt bond credits.

Non-Housing Amenities

Swimming pools, tennis courts, golf courses, and other similar amenities will not be funded by Montana Housing Tax Credits. Proposed Projects may include such amenities only if the amenities are funded by sources other than Montana Housing Tax Credits. Subject to the requirements of this QAP, garages or car ports may be funded by Montana Housing Tax Credits considering Montana’s extreme winter weather.

Accountant and Owner Certification

Prior to the 10% Carryover Cost Certification deadline and at Final Cost Certification, MBOH requires an independent third party CPA cost certification, including a statement of eligible and qualified basis for the Project. The Accountant Certification must include a breakdown of costs similar to the Project costs and uses of the Application, including development cost limitation categories as discussed in this QAP. The Owner must provide the CPA certification, under penalty of perjury, providing the Owner’s name and address, the placed in service date, taxpayer identification number, the Project name and address, building(s) address(s), building identification numbers, the total eligible and qualified basis, and, if applicable, the percentage of the Project financed by tax-exempt bonds.

Rural Development Projects

For Rural Development Projects, MBOH requires a copy of the final USDA Rural Development cost certification, as well as the Accountant Certification of tax credit eligible

and qualified basis, and the Owner's certification. While a USDA Rural Development Project may be technically eligible for an amount of credit, such Projects frequently will receive an Award less than the maximum amount of credit, because less credit is required to fill the financing gap. MBOH will Award no more than the amount of credit determined necessary to make the Project feasible.

Information Request and Release Policy

General Program Information

All general program information will be provided as requested either by mail, facsimile, email, or on the MBOH website. General information may include, but is not limited to, program terms and guidelines, income and mortgage limits, funds availability, Project lists, etc.

Request Procedure

If requesting information from an Application and/or compliance file, a written request must be submitted and must include a description of the specific information or documents being requested. The requestor will be charged and must pay the costs of providing such documents according to the Department of Commerce Public Records Request Response Guidelines effective July 1, 2012, [or as amended](#).

Policy on Confidentiality and Disclosure of Information

Information submitted to the Board is subject to the public's right to know guaranteed by the Montana Constitution except where the demands of individual privacy clearly exceeds the merits of public disclosure.

Information contained in an Application or compliance file is subject to disclosure as described in the Board's administrative rule, ARM 8.111.203, which follows:

8.111.203 CONFIDENTIALITY AND DISCLOSURE OF INFORMATION

(1) Information submitted to the board by private parties is generally open to public review and disclosure. Therefore, applications, financial information and other information submitted to the board under any of its programs are subject to inspection and copying by interested members of the public except as provided in this rule. Some information may be protected from public disclosure. Information that is constitutionally protected from disclosure is information in which there is an individual privacy interest that clearly exceeds the merits of public disclosure.

(2) If a person or entity submitting information to the board considers any of that information confidential and wishes the information documents to be withheld from public disclosure, the submitting party must identify which part of the information is considered confidential upon their submission and the basis upon which the party believes the information should be withheld from public disclosure.

(3) The type of information which may be withheld from the public disclosure is very limited. If individual documents are not specified and a basis not identified, the board will deem all the information submitted to the board as subject to public disclosure. A submitting party should consult with legal counsel to determine what information may be protected and for what reason. A statement that all information submitted by a submitting party is confidential will be considered ineffective.

(4) The board will take reasonable steps to protect information designated as confidential from public disclosure and for which a reasonable basis is stated for the confidentiality. If information has been designated as confidential and a basis for confidentiality stated, upon receiving a request to review any such information board

staff will notify the submitting party of the request in writing by United States mail at an address provided by the submitting party. The notice will identify the party making the request, and the stated purpose for the request.

(5) It is the responsibility of the submitting party upon receipt of the notice to take such action as is necessary to protect the information from disclosure, including obtaining a court order protecting the documents from disclosure if necessary. If the board does not receive an order from a court of competent jurisdiction ordering the board to maintain confidentiality of the requested information or the board is not notified of other arrangements made between the requesting and submitting parties within 10 days from the date of the notice of the request, the information will be disclosed to the requesting party. The board will not assert the right of confidentiality for a submitting party in a court of law.

(6) Any information not designated as confidential with a specified basis for confidentiality will be subject to public disclosure without notification to the submitting party.

(7) Tenant certifications, income information and information in individual loan files are confidential and will not be disclosed to the public. (8) If a requesting party wants copies of information maintained by the board, and depending on the number of copies to be made, the board may require the requesting party to provide for their own copying, either by making the copies with a copier and paper provided by the requesting party or by paying the expense of a copy service to make the copies.

Information in compliance files and Application information submitted to the Board prior to the effective date of the rule (June 8, 2001) will not be disclosed until the person who submitted the information is given notice of the request and the opportunity obtain an order protecting the information from disclosure as provided in ARM 8.111.203.

Compliance File Policy

If the information or documents being requested are from an Application, the Project Owner will be notified of the request by telephone or facsimile, the Project Owner will be told the identity of the party making the request. If the Project Owner believes that its Application contains trade secrets, confidential or proprietary information, it is the Project Owner's responsibility to obtain a court order protecting their documents from release. If the Board does not receive a court order within 10 calendar days from the day the request is received by the Board, the documents will be released to the person requesting them.

Tenant Certifications and Income Information will be considered confidential and will not be released.

Individual Loan Files

Personal financial information will be considered confidential and will not be released.

Ex Parte Communication Policy

In instances where the Board of Housing acts as a quasi-judicial body, its members should refrain from ex parte contact with parties who will be appearing before it or their representatives.

Additionally, any ex parte communication made where a quorum of the Board is present, outside of a meeting or hearing scheduled for the purpose of entertaining the issue before it, would violate Montana's open meeting requirements and the right of public participation under Article II, section 8 of the Montana Constitution and § 2-3-203, MCA. A quorum of the Board is defined as a majority of the membership. See § 2-15-124(8), MCA.

The policy when the Board is sitting as a quasi-judicial body is:

- Not to receive any evidence, individually, or collectively, except as a part of the public record at a publicly noticed meeting or hearing scheduled for that purpose.
- If a member is not able to avoid receipt of information or contact with parties outside of a public meeting or hearing the remedial action in that instance is for the Board member to disclose at the public meeting or hearing the full content of the information received.
- Avoidance of ex parte communications is preferred over relying on the public disclosure remedy because an incomplete or inaccurate conveyance of the ex parte contact, even if inadvertent, may bias the outcome and subject the Board action to challenge.

All information an Applicant wants distributed to board members should be provided to staff who will disburse consistently to all members.

SECTION 4 - APPLICATION CYCLE

Applicants may apply for an Award of tax credits for a particular Project no later than the applicable submission deadline specified below or otherwise set by MBOH.

Applicants must submit the Application and the applicable fee (based on the fee schedule below) to MBOH as required in this QAP. A separate Application is required for each Project. A single Application should include all buildings within a single Project.

An Applicant for tax-exempt financing under the volume limitation on private activity bonds also seeking an Award of 4% Credits outside the state's tax credit allocation volume for a scattered-site Project under a single partnership may apply for such credits by submission of a single Application that includes sub-applications for each property included in the Project. Full Applications for tax-exempt financing and related 4% Credits may be submitted at any time and are not limited to the competitive allocation rounds listed below.

Electronic submission of Applications using MBOH's system (currently ShareFile) is preferred but hard copy Applications will also be accepted. Please contact staff (preferably at least a week ahead of the submission deadline) for set up and for specific instructions on how to access this system. Complete Applications must be received at MBOH's office by 5:00 pm Mountain Time on the Application submission date specified below.

First Allocation Round:

- | | |
|-------------------------------------|---|
| o Letter of Intent | First Monday in May 2014 August 2015 |
| o Board Review and Discussion | June 2014 Next MBOH Board Meeting |
| o Application Submission | Last First Monday in August |
| o Applicant Presentations | September 2014 Next MBOH Board |
| o Applicant Presentations Meeting | after application submission |
| o Award Determination Board Meeting | November 2014 January 2016 MBOH |

Second Allocation Round (if any):

- | | |
|-------------------------------------|---|
| o Letter of Intent | Third Second Monday in January |
| o Award Determination Board Meeting | 2015 February 2016 |

- | | |
|---|--|
| <ul style="list-style-type: none"> ○ Board Review and Discussion Meeting ○ Application Submission ○ Applicant Presentations ○ Award Determination | <p>February 2015 <u>March 2016</u> MBOH Board Meeting</p> <p>First Monday in April 2015-2016</p> <p><u>April 2015-2016</u> MBOH Board Meeting</p> <p><u>May 2015-2016</u> MBOH Board Meeting</p> |
|---|--|

Any of the above deadlines and dates may be extended or changed by MBOH if circumstances warrant, and in such event MBOH will provide notice of such extension or change by posting on MBOH's website. The MBOH Board, in its discretion, may waive any requirement of this QAP if it determines such waiver to be in the best interests of MBOH, the MHTC program or the application cycle. In any application round or rounds, the MBOH Board may elect to Award less than all available credits or to not Award any credits if the MBOH Board determines that such is in the best interests of MBOH.

At the MBOH Board's meeting in the month after submission of Letters of Intent, MBOH staff will present Letters of Intent to the MBOH Board. The MBOH Board may ask questions of Applicants and discuss proposed Projects but there will be no Applicant presentations and the MBOH Board will not make any Award determination at this meeting. MBOH Board questions and discussion are for purposes of assisting Applicants in presenting better Applications, and shall not be binding upon MBOH in any later Award determination or other MBOH process.

At the MBOH Board's meeting in the month of Application submission, MBOH will provide an opportunity for Applicants to make a presentation to the MBOH Board regarding their Projects and Applications and will provide an opportunity for public comment on proposed Projects and Applications. Applicant presentations will be limited to 10 minutes or less.

At the Award Determination Meeting, Applicants should be available to the MBOH Board to answer questions regarding their respective Applications. Applicants shall have an opportunity to respond to any negative comments.

Carryover Commitment

MBOH will issue a Carryover Commitment in December of the year for which the credits are being Awarded and such Carryover will be for a period of two (2) years. To preserve this commitment the Owner/Developer must submit the 10% Carryover Cost Certification by the deadline specified in the Applicable QAP.

SECTION 5 - FEE SCHEDULE

Letter of Intent

The Letter of Intent fee is ~~\$750.00~~ \$1,000.00 and must be submitted to and received in the MBOH office by the applicable Letter of Intent deadline. MBOH will not consider Letters of Intent submitted without the Letter of Intent fee. The Letter of Intent fee is not refundable.

Application

The application fee is ~~4.5~~ 1% of the amount of credits requested in the Application and must be submitted to and received in the MBOH office by the applicable application deadline. MBOH will not consider Applications submitted without the application fee. The application fee is not refundable and will not be adjusted even if the MBOH Board Awards no credits or only a portion of the tax credits requested.

In addition to the application fee, a ~~R~~reservation fee in the amount of ~~4.5~~ 8% of the credits reserved is due on or before 6 months after the date of the Award. After a Reservation

Agreement is executed the Reservation fee is not refundable. If the conditions described in the Reservation Agreement are not met, the entire Reservation fee will be forfeited to MBOH.

Requesting Additional Credits After Initial Allocation

As MBOH, in its discretion, determines necessary for financial feasibility, returned or unreserved tax credits may be used to increase the amount of tax credits reserved for a Project after the first round Awards have been made. In considering a request for an increase under this paragraph, MBOH may consider any anticipated potential need for returned or unreserved credits to fund Projects that would otherwise be funded or require greater funding under the Corrective Award set aside under Section 7. An Applicant seeking an increase in the amount of reserved credits must apply in writing for such increase and must submit new financials (UniApp~~UNIAPP~~ Section C) and documentation of cost increases. Applications for additional credits must be submitted to staff. Staff will review and evaluate supporting financials and new cost documentation and a staff recommendation will be presented at a later MBOH Board meeting for consideration. Staff will not recommend and the MBOH Board will not approve any increase beyond that necessary to make the Project feasible.

An Application and Reservation fee of 6.9% of the additional tax credits requested is due with the request. In the event an increase for the additional requested credits is not approved, the Reservation fee in the amount of 4.5.8% will be returned.

Compliance Fees

See Section 12 - Compliance Monitoring

SECTION 6 - MAXIMUM AWARDS

Maximum Credit Award

Twenty-five percent (25%) of the state's Available Annual Credit Allocation will be the maximum credit Awarded or Allocated to any one Project or Developer. The state's Available Annual Credit Allocation is defined as and includes the state's actual or estimated credit ceiling for the current year plus any other available credits from prior year credit authority determined as of 20 business days prior to the applicable application deadline, and includes any credits held back pursuant to court order or subject to Award under the Corrective Award set aside. The Developer's percentage of the development fee, as specified in a written development agreement, will be that Developer's percentage of the 25% limit. The maximum credit Award for a Project will be determined based upon the state's Available Annual Credit Allocation² for the tax credit year from which the Project is first Awarded MHTCs. If the state's Available Annual Credit Allocation is not known as of 20 business days prior to the applicable application deadline, MBOH will estimate the amount, subject to later adjustment once the state's actual Available Annual Credit Allocation is known. If an estimated amount is used for Award purposes, all Awards based upon such estimate shall be conditional upon a final determination of the state's actual Available Annual Credit Allocation.

MBOH does not commit tax credits from future years, except as specifically provided in this QAP.

SECTION 7 – SET ASIDES

Non-profit

Ten percent of each state's credit ceiling must be set aside for buildings which are part of one or more Projects involving Qualified Nonprofit Organizations^u.

The 10% non-profit set-aside requirement may be met by an Award to a Project involving a Qualified Nonprofit Organization out of any other set-aside or the general pool. If no Project Awarded MHTCs involves a Qualified Nonprofit Organization, the non-profit set aside (i.e., 10% of the state's credit ceiling) will be held back for later Award to a Project involving a Qualified Nonprofit Organization.

Corrective Award

Such portion of the state's Available Annual Credit Allocation is reserved and set-aside as is necessary for Award of credits to:

- Any Project for which an Application was submitted in a prior round or year, if:
 - a final order of a court of competent jurisdiction determines or declares that such Applicant was entitled to an Award in such prior round or year or requires MBOH to make an Award or Allocation of tax credits to such Project;
 - a final order of a court of competent jurisdiction invalidates or sets aside an Award of credits to an approved Project from such prior round or year and a **R**eservation **A**greement was executed by MBOH and such Applicant prior to issuance of such court order, unless such court order determines that such Project was not eligible or qualified under the applicable QAP to receive an Award of tax credits; or
 - MBOH, upon further consideration of any Award determination as required by and in accordance with the order of a court of competent jurisdiction, determines that such Project was entitled to an Award in such prior round or year.

All requirements and conditions of this Corrective Award set aside provision must be met to receive an Award under this set aside provision. The amount of any Award under the Corrective Award set aside shall be the amount specified by the court, or if no Award amount is specified by the court, an amount determined by MBOH in accordance with this QAP. The Corrective Award set aside shall be funded first from returned or unreserved tax credits from a prior year. Awards may be "future allocated" under this Corrective Action set aside, i.e., such Awards may be made from returned or unreserved tax credits from a prior year and/or the current year's credits at any MBOH Board meeting after the final court order has been issued and presented to MBOH. Such Award need not await the annual **A**pplication and Award cycle.

Where a court orders that an amount of the current year's credits be set aside for a Project pending the decision of the court, if the court's decision is not received before the end of the current year, the credits set aside will become classified as the next year's credits, as required by federal code.

If the court orders MBOH to Award credits to any Project under this set-aside, the Project must submit an updated Application so the MBOH can review and underwrite current numbers and assumptions to verify that the amount of credits requested or some other credit amount is justified for Project feasibility, unless otherwise ordered by the court. The corrective awardee must pay the **R**eservation fee as required in Section 5.

Small Rural Projects

Twenty percent (20%) of the state's Available Annual Credit Allocation is set-aside for Small Rural Projects. For purposes of this set-aside, a Small Rural Project is a Project: (1) for

which the submitted tax credit Application requests tax credits in an amount up to but no more than 10% of the state's Available Annual Credit Allocation, ~~and~~ (2) proposed to be developed and constructed in a location that is not within the city limits of Billings, Bozeman, Butte, Great Falls, Helena, Kalispell, or Missoula, and (3) has 24 or fewer total units.

MBOH reserves the right to determine in which set-aside a Project will be reviewed (subject to its eligibility), regardless of its eligibility for any other set-aside. For example, if a Project is submitted as a Small Rural Project in order to utilize the Small Rural Project set-aside when it is clearly part of a larger or non-rural Project, the Project will be placed in the proper category as determined by MBOH staff.

To qualify and receive consideration to receive an Award of credits under a set-aside, the Project must meet all applicable requirements of this QAP and must receive minimum Development Evaluation Criteria score specified in this QAP.

The MBOH Board reserves the right to not Award credits to a qualifying Small Rural Project even if the Project meets the minimum required score, if the MBOH Board, at its discretion, determines another Project or Projects better meet the most pressing housing needs of low income people within the state of Montana, taking into consideration the Selection Criteria of this QAP as determined in accordance with Section 9.

In the event there are insufficient tax credits available to fully fund all set aside categories, the respective set asides categories shall be funded in the following order of priority: (1) Non-profit; (2) Corrective Award; and (3) Small Rural Project.

SECTION 8 – LETTER OF INTENT AND APPLICATION PROCESS

Applicants should read this Qualified Allocation Plan (QAP) and accompanying materials.

Applicants are responsible to determine the degree that their building(s) and development correspond to the MBOH's Selection Criteria contained in this QAP.

Applicants are responsible to consult their own tax attorney or accountant concerning: (a) each building's eligibility for the tax credit; (b) the amount of the credit, if any, for which their building(s) may be eligible; and (c) their ability and/or their Investor's ability to use the tax credit.

Letter of Intent

All Projects wishing to apply for MHTCs in Montana must submit a Letter of Intent by the deadline specified in Section 4 with the applicable fee. If a Letter of Intent has not been submitted with respect to an Application according to the requirements of this QAP, MBOH will return such Application un-scored along with the application fee and such Application will not be further considered. All Letters of Intent must be submitted in the format included as Exhibit D-1 and D-2. The Project Location, type (e.g., family or elderly), and ~~De~~veloper specified in the Letter of Intent may not be changed in the later Application. Other information in the Letter of Intent (e.g., cost information, number of units, unit sizes, income targeting, rents, hard and soft loan sources, etc.) will be considered the Applicant's best estimates and may be changed in the Application. No market study or mini-market study is required for purposes of a Letter of Intent.

Application

Applicants must commission a full market study as outlined in Exhibit B.

Applicants must complete and submit the Uniform Application and Supplement, full market study and full application fee by the applicable application deadline (see Section 4 – Application Cycle). Applicants must use the most current form of the Uniform Application and Supplement available on the MBOH website at:
<http://housing.mt.gov/FAR/housingapps.mcp>

Threshold Requirements Are Mandatory

Threshold Requirements are mandatory for all Letters of Intent and Applications. Letters of Intent and Applications received not meeting all Threshold Requirements or other requirements of this QAP will be returned un-scored and will receive no further consideration. Fees will not be returned.

Submit complete Applications to MBOH. Electronic submission of Applications using MBOH's system (currently ShareFile) is preferred but hard copy Applications will also be accepted. Please contact staff (preferably at least a week ahead of the submission deadline) for specific instructions on how to access this system. MBOH staff may communicate with Applicants for purposes of providing interpretive guidance or other information or for purposes of clarifying Applications. MBOH staff may allow minor corrections to Applications, but will return and will not further consider Applications requiring substantial revision or those that are substantially incomplete.

Threshold Requirements

To meet the threshold for further consideration, all Letters of Intent and Applications must be submitted in accordance with the requirements of this QAP and the following Threshold Requirements.

ALL FORMS SUBMITTED TO MBOH IN OR AS PART OF THE APPLICATION, DEVELOPMENT, UNDERWRITING, ALLOCATION, COST CERTIFICATION, COMPLIANCE OR OTHER PROCESSES UNDER THIS QAP MUST BE THE MOST CURRENT FORM AVAILABLE ON THE MBOH WEBSITE. If the most current form(s) are not used, submissions may be returned and required to be resubmitted on the correct form.

Letters of Intent must:

- Include the applicable fee;
- Be received by the applicable deadline; and
- Be substantially complete and in the format prescribed in Exhibit D-1 and D-2.

Applications must:

- Include the application fee;
- Be received by the applicable deadline;
- Include a cover letter summarizing the Project, limited to 2 pages, which will be provided to MBOH Board members within one week following the application deadline;
- Be substantially complete, and include all of the following documents, information and items. All the below listed items must be correctly completed and submitted for the Application to be considered substantially complete:

- ✓ Cash flow analysis The fully completed, current UniApp as posted on the MBOH website.
- ✓ Market Study prepared and signed by a disinterested third party analyst, with certificate (included in Exhibit B) signed by analyst and notarized. Market Studies must be completed within six (6) months prior to the submission date of the Application, must have the market analyst complete a physical inspection of

- the market area within one (1) year of the Application and must adhere to minimum market study requirements in Exhibit B.
- ✓ Land or Property control through lease, ownership or a legal form of option to purchase.
 - ✓ Evidence from applicable local zoning authority of proper zoning addressed (zoning place, planned unit development, zoning change requested) unless no zoning requirements exist. If no zoning requirements exist provide documentation from the proper authority. Acquisition/Rehabilitation Projects may provide evidence of no change in zoning requirements.
 - ✓ Utilities Documentation of Availability. Acquisition/Rehabilitation Projects need only provide documentation for expected additional load.
 - ✓ A preliminary financing letter from a lender indicating the proposed terms and conditions of the loan must be included. The financing letter must formally express interest in financing the Project sufficient to support the terms and conditions represented in the Project financing section of the Application.
 - ✓ A letter of interest from an equity provider including an anticipated price based on the market at time of application.
 - ✓ All Applications for land and/or Acquisition transactions must include a Comparative-comparative market analysis ("CMA") or an appraisal done by an independent (non-related) party ~~for all land and/or Acquisition transactions~~. A CMA or appraisal is not required on leased land.
 - ✓ Full scale Capital Needs Assessment for Rehabilitation Applications, on the USDA Rural Development Capital Needs Assessment (CNA) template or similar form and a scope of work for the Project
 - ✓ For Applications proposing Rehabilitation or if existing units are being replaced, a preliminary relocation plan addressing the logistics of moving tenants out of their residences and providing temporary housing during the Rehabilitation and returning tenants to their residences upon completion of the Rehabilitation.
 - ✓ A site plan, and a design professional's preliminary floor plan and elevations for the Project.
 - ✓ Project/unit amenities.
 - ✓ Profit or non-profit status.
 - ✓ If a not-for-profit Owner proposes a property tax exemption, documentation of intent to conduct a public hearing must be submitted with the Application and conducted by the Owner. Without documentation of such intent, the Project will be underwritten as if no exemption was received. Documentation of public hearing(s) must be submitted prior to issuance of the Carryover Commitment.
 - ✓ Specify the Extended Use Period.
 - ✓ If Project is targeted for Eventual Homeownership, provide supplemental Application documents and information specified in the "Eventual Homeownership" portion of Section 3.
 - ✓ Specify selected ~~target income level~~ minimum set aside (20-50) or (40-60).
 - ✓ Copy of the public notice and proof of publication meeting requirements under "Public Notice" below in this section.
 - ✓ Letters of community support. These support letters must be Project specific and address how the Project meets the needs of the community. New letters of support (as well as new letters of non-support) must be submitted for each Application for each round of competition. Generic support for affordable housing will not be considered support for the specific Project being considered. These letters will be provided to the MBOH Board for its consideration.
 - ✓ If the Project is ~~an~~ Elderly Property, stipulation of minimum age (i.e., 55 or 62 and over).

- ✓ A narrative addressing each of the Development Evaluation Criteria, demonstrating how the Application meets each of these criteria, and providing a specific explanation and justification of the points sought for each scoring item. Narrative references to the Market Study must cite the page and paragraph.
- ✓ ~~Completed and s~~Signed indemnification and ~~Exhibit E~~ Exhibits E to in release forms included ~~as Exhibits E to in~~ this QAP.

Applications must also demonstrate that the proposed Projects are financially sound. This includes reasonable financing terms, costs, expenses, and sufficient cash flow to support the operations of the Project, all of which must meet the underwriting standards of MBOH.

Public Notice

A Tax Credit Applicant must place an advertisement in the local newspaper of the intent to apply, and by doing so, encourage public comment to be submitted to MBOH. Such notice must include Name of Project, Number of Units, Location of Project, For-profit or Non-profit status, and, if applicable, Intent to Request Tax-exempt Status for the Project. The notice will be placed as a box advertisement in the newspaper within 90 days prior to or not more than 5 working days after the due date of the Application and will allow for not less than 30 days for response. The advertisement must be published twice within a seven-day period. A copy of the notice, annotated with dates published, must be included in the Application.

Example of Public Notice

(Name of Developer, address, telephone number), a (for-profit/non-profit) organization, hereby notifies all interested persons of (city, town, community name) that we are planning to develop, (Name of Project) an affordable multi-family rental housing complex on the site at (street location). This complex will consist of (number) (one bedroom, two bedroom, or three bedroom) units for (elderly persons/families). This Project (will/will not) be exempt from property taxes.

An Application (will be/has been) submitted to the Montana Board of Housing for federal tax credits financing.

You are encouraged to submit comments regarding the need for affordable multi-family rental housing in your area to the Montana Board of Housing, PO Box 200528, Helena, MT 59620-0528 or FAX (406) 841-2841. Comments will be accepted until 5 PM the Friday before the MBOH Board Award Determination Meeting (See application cycles above).

SECTION 9 – EVALUATION AND AWARD

Threshold Evaluation and Considerations

MBOH staff will review all Applications received by the applicable submission deadline for compliance with all Threshold Requirements, including but not limited to completeness, soundness of the development, and eligibility based on federal requirements and this QAP. Applications determined by MBOH staff to not substantially meet all Threshold Requirements or other requirements of this QAP or federal law will be returned un-scored and will receive no further consideration.

MBOH staff may communicate with Applicants for purposes of providing interpretive guidance or other information or for purposes of clarifying, verifying or confirming any information in Applications. MBOH staff may allow minor corrections to Applications, but will return and will not further consider Applications requiring substantial revision or those that are substantially incomplete.

MBOH staff may query an Applicant or other persons regarding any concerns related to a tax credit Application or the management, construction or operation of a proposed or existing low income housing Project. Questionable or illegal housing practices or management, insufficient or inadequate response by the Applicant, General Partners, or Management Company as a whole or in part, may be grounds for Disqualification of an Application and non-consideration for an Award of tax credits.

As part of its review of Applications, MBOH staff will contact community officials of the Project location to discuss relevant evaluation criteria information pertaining to the Application and the proposed Project. MBOH may also contact any other third parties to confirm or seek clarification regarding any information in the Application, including but not limited to checking Development Team references, verifying credit reports and verifying information through direct contact with the Project Developer.

Between the submission deadline and the MBOH Board Award Determination Meeting, as required by federal law, MBOH will notify the chief executive officer of the local jurisdiction of each proposed development requesting comments on the development.

Tax credit Allocations will be subject to three underwriting evaluations: (i) evaluation for purposes of Award/Reservation and, for Projects that have received an Award of credits and entered into a Reservation Agreement, (ii) evaluation for purposes of the 10% Carryover Cost Certification, and (iii) evaluation for purposes of Final Cost Certification.

MBOH will return and will not consider for an Award of credits:

- Incomplete Applications;
- Unsound Applications, i.e., Projects for which the Market Study and other available market information fails to demonstrate adequate market need within the proposed location community or Projects that are not financially feasible, including but not limited to viable cash flow, based upon MBOH underwriting standards as set forth in this QAP;
- An Application submitted by an entity with a demonstrated poor track record in completion of development or management of low income housing, whether located in Montana or another state;
- Applications submitted by Applicants with current Project(s) that have/had numerous or unresolved substantial non-compliance issues or IRS 8823's (consideration will be given to the type of 8823);
- Any other Application failing to meet any mandatory requirement of this QAP or federal law; and
- Any Application as otherwise specified in this QAP.

Applications meeting all minimum threshold requirements and not excluded from further consideration under this QAP will be evaluated for the amount of tax credits needed for feasibility and long term viability and will be evaluated and scored according to the Development Evaluation Criteria section below.

Amount of Tax Credit Allocation

Although a proposed development may be technically eligible for a certain credit amount, federal law prohibits MBOH from allocating more credits than necessary for the financial feasibility of the development and its viability as a qualified low income housing Project throughout the Compliance Period. Accordingly, an Award of tax credits under this QAP will be limited to the amount of credits that MBOH, in its sole discretion, deems necessary to make the development feasible and viable throughout the Compliance Period.

In determining the amount of credits necessary, MBOH will consider:

- The Sources and Uses of funds and the total financing planned for the Project. Funds, including funds from federal sources, such as HOME grant money, Rural Development, and similar funds, may be loaned by or through a parent organization to a Project at an interest rate below the Applicable Federal Rate (AFR). Such loans will not reduce the basis for the Project providing they are true loans.
- Grants made with federal funds directly to a Project, which will reduce basis.
- Any proceeds or receipts expected to be generated by the tax credits.
- The reasonableness of the development and operational costs of the Project.

Based on its evaluation, MBOH will make a preliminary determination of the amount of credit deemed necessary for the financial feasibility of the development and its viability as a qualified low income housing Project throughout the Compliance Period. This determination is made solely at MBOH's discretion, and is not intended to be a representation or warranty to anyone as to the feasibility of the development. Rather, it will serve as the basis for making an Award of credits. A similar analysis will be done at the time of 10% Carryover Cost Certification and prior to issuing IRS Form(s) 8609. Neither the selection of a Project to receive an Award of tax credits nor the amount of credits to be allocated constitutes a representation or warranty that the Owner or Developer should undertake the development, or that no risk is involved for the Investor.

Development Evaluation Criteria and Scoring

In addition to evaluation under all other QAP Selection Criteria, Applications will be evaluated and scored according to the following Development Evaluation Criteria.

- Awarding of points to Projects pursuant to these Development Evaluation Criteria is for purposes of determining that the Projects meet at least a minimum threshold of ~~900-1100~~ points to qualify for further consideration. Developments not scoring the minimum Development Evaluation Criteria score of ~~900-1100~~ points will not receive further consideration.
- The Development Evaluation Criteria, other QAP Selection Criteria and information submitted or obtained with respect to Projects will be used to assist the MBOH Board in evaluating and comparing Projects.
- Development Evaluation Criteria scoring is only one of several considerations taken into account by the MBOH Board. It does not control the selection of Projects that will receive an Award of tax credits. For purposes of this QAP and MHTC Awards and Allocations, the QAP Selection Criteria include all of the requirements, considerations, factors, limitations, Development Evaluation Criteria, set asides, priorities and data set forth in this QAP and all federal requirements.

1. Extended Low Income Use* (0-100 points)

Federal law requires a 30-year or longer ~~E~~extended ~~U~~use ~~agreement~~Period. An Application in which the Applicant agrees to maintain units for low income occupancy beyond the Compliance Period will receive points as indicated below and must incorporate these restrictions into the Restrictive Covenants.

Years beyond initial 15

15 years	0 points	(30 total years)
16 – 20 years	40 points	(31 – 35 years)
21 – 25 years	60 points	(36 – 40 years)
26 – 30 years	80 points	(41 – 45 years)

Over 30 years

100 points

(46 years +)

Eventual Home Ownership* Applications must also specify an Extended Use Period and will receive points for the Extended Use Period chosen as provided above (refer to the “Eventual Homeownership” portion of Section 3 for supplemental Application documentation and information requirements).

2. Lower Income Tenants* (0-220 points)

An Application will receive points for the percentage of eligible units at the percentages of area median income (“AMI”) levels listed below. An Application will receive points for 40%, 50%, and 60% categories when the development targets those income and rent levels. Points awarded for 40% units are independent of and not calculated as part of 50% or 60% units. Developments will be bound by the terms committed to in the application process through the use of the Declaration of Restrictive Covenants. Section C, Part IV, Rent and Forecasted Income of the UniApp will be used to calculate the score for this item.

Target Median Income Level	Percentage of Eligible Units	Points
40%	10% (or greater)	20 NOTE 1
50%	15-20%	60 NOTE 1
50%	21-40%	80 NOTE 1
50%	41-60%	150 NOTE 1
50%	61-100%	200 NOTE 1
60%	40%	0
60%	41-60%	20
60%	61-100%	40

NOTE 1: Rents @ 40% allowed to income qualify to 49% AMI.

Rents @ 50% allowed to income qualify to 55% AMI (40/60 election must apply)

(Applicable to all existing MHTC properties)

3. Project Location* (0-100 points)

An Application will be awarded points to the extent the Project is located in an area where amenities and/or essential services will be available to tenants, determined according to the following specifications. An Application will be awarded points with respect to an amenity or service as specified below, if: (i) a Project is located within 1½ miles of the specified amenity or essential service; (ii) public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis); or (iii) where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location:

- 20 points for grocery store (convenience store does not count); and
- 10 points for each of the following, up to a maximum of 80 points:
 - One or more public schools;
 - Senior Center;
 - Bank;
 - Laundromat (only if washer/dryer not included in unit or onsite);

- Medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.);
- Pharmacy services appropriate and available to all prospective tenants;
- Gas station and/or convenience store;
- Post Office;
- Public Park;
- Shopping (department, clothing or essentials – does not include convenience store); or
- Public Library.

4. Housing Needs Characteristics* (0-190 points)

Development meets area housing needs and priorities and addresses area market concerns, such as public housing waiting lists (for all units and tenants), Vacancy Rate and type of housing required.

- **Community Input (40 points)**: 40 points will be awarded for this Community Input if evidence provided in the Application and in response to MBOH inquiries indicates community input regarding the proposed Project was gathered through: (i) neighborhood meetings held expressly for this Application with attendance rosters and minutes; (ii) local charrettes held expressly for this Application with supporting documents, concept drawings, and input from community; and/or (iii) other appropriate form of community input specifically designed to gather community input for this Application. In order to obtain the available points under this bullet item, there must be community input in some form. If a community meeting is held but there is no attendance, another form of community input must be used. No points will be awarded if the meeting or charrette is part of another public or design meeting, unless the minutes demonstrate that a portion of the meeting was specifically dedicated to community input for this Application. No points will be awarded if the Application does not provide evidence of qualifying community input, including minutes of any meeting, charrette or other form of community input and copies of any written comments received. Documented community outreach efforts will also be considered.
- **Appropriate Size (0-50 points)**: Points will be awarded for the appropriateness of size of the development for market needs and concerns as reflected in the Market Study. 50 points will be awarded if the number of units being proposed is 50% or less than the number of units needed as projected by the Project's Market Study. No points will be awarded if the number of units being proposed is more than 50% of the number of units needed as projected by the Project's Market Study. If the Project is existing in the community, the number of units in the Project will be added to the new units needed and the above test will be applied.
- **Appropriate Development Type (0-40 points)**: Points will be awarded for the appropriateness of the development type for market needs and concerns as reflected in the Project's Market Study. 40 points will be awarded if the Project's Market Study explains and justifies the selection of the type of construction and housing selected (including justification of Rehab/New Construction, Family/Elderly, Single-Family/Multi-Family, bedroom size and Eventual Home Ownership). If this explanation and justification is not included in the Project's Market Study, no points will be awarded in this category.

- **Market Need (0-60 points):** The Application will be awarded points based upon the required Market Study's documentation that the Project meets the market needs of the community, as follows:
 - o Vacancy Rate is at or below 5% (20 points);
 - o Absorption rate is less than 4 months (20 points) or Absorption rate is 4 or more months and less than 6 months (10 points) and
 - o Rents are at least 10% below adjusted market rents (20 points).

Narrative references to the Market Study must cite the referenced page and paragraph of the Market Study.

5. Project Characteristics* (0-240 points)

Preservation of or Increase in Housing Stock (~~0~~-20 points)

20 points will be awarded if the Application proposes the Preservation of existing affordable housing stock or increases the affordable housing stock through the use of federal funds or funds from other sources (e.g., donation of land, other substantial donations, reduction in taxes through tax abatement (other than non-profit exemption) or impact fees) to leverage the tax credit dollars.

Qualified Census Tract or Community Revitalization Plan* (~~0~~-10 points)

10 points will be awarded if the Project is located in a Qualified Census Tract or **involves existing housing** as part of a local (not national, state or regional) community revitalization plan* or similar plan. The Application must include any such local community revitalization plan and identify where in the plan such existing housing may be found.

Preservation of Affordable Housing Projects* (0-20 points)

20 points will be awarded if the Application proposes the Acquisition and/or Rehabilitation of buildings with local, state, and/or federal historic preservation designations, existing affordable housing stock, or Projects applying for Rehabilitation tax credits that have completed their Compliance Period.

Project-based rental subsidy (0-50 points):

- 0 points for less than 25% of the units;
- 10 points for at least 25% of the units;
- 20 points for at least 35% of the units;
- 30 points for at least 50% of the units;
- 40 points for at least 75% of the units; or
- 50 points for 100% of the units.

MBOH staff will verify claimed subsidies with funding source.

Amenities for tenant use only (0-40 points):

Applications will be awarded 10 points for each 3 of the following higher quality amenities that will be provided at no charge to tenants in the Project up to a maximum of 40 points:

These amenity items are:

Units: unit amenities must be included in ALL units.

Dishwasher	Washer/dryer hookups
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Disposal	Washer/dryer provided in unit
Microwave	Carport/garage
Extra Storage outside unit	Air conditioning
High quality cabinets	High quality flooring
Patios or Balconies	N/A

Community:

Computer(s) for tenant use	Play area
Community room	Community garden
Basketball hoop/pad	Car plug ins
Outdoor community area	Library
On site manager	Laundry room
Use of existing terrain and landscaping that matches the surrounding area to enhance the grounds for innovative accessibility	

Amenities listed above (dishwasher, washer/dryer, microwave, carport/garage, extra storage outside unit, etc.) must all be accessible amenities in/for handicapped/504 units.

Luxury amenities will not be considered or funded with tax credits. Items deemed luxury amenities include but are not limited to swimming pools, golf courses, tennis courts and similar amenities.

The added costs of the Project attributable to higher quality amenities will be considered on a Project by Project basis for a cost to benefit assessment.

Amenities provided will not be used for Commercial Purposes. All Projects previously awarded tax credits are subject to this restriction but are grandfathered only to the extent Commercial Purposes were specifically included in the Application.

Green Building and Energy Conservation Standards* (0-100 points):

Applicant's justification for green building and energy conservation includes but is not limited to Energy Star building and appliance initiatives, water saving devices and green construction and materials. The green building and energy conservation items are listed and further described, and the available points and evaluation scoring criteria are specified, for New Construction and Rehabilitation in the worksheet Exhibit F. The Application must include the completed worksheet (Exhibit F). The Applicant's architect, who is qualified with respect to energy and green building standards, must provide a letter confirming the listed green building and energy conservation items incorporated into the Project and this letter must be included in the Application. NOTE: The Applicant's architect also must provide

certification at Final Cost Certification for 8609 purposes confirming that the initiatives were incorporated.

Please refer to Section 3 for mandatory blower door and infrared testing for Projects that have been Awarded MHTCs.

6. Development Team Characteristics* (0-~~110~~330 points)

Participation by an entity with a demonstrated track record of quality experience in completed development or management of low income housing tax credit Projects. MBOH will consider all members of the Development Team (Applicant, Owner, Developer, General Partner, Management Company, and MHTC Consultant) and whether housing Projects have been developed and operated with the highest quality either in Montana or another state. Special attention will be paid to existing Projects, amount of active local community participation used to develop Projects, and a management entity with a good compliance track record and specialized training. If a new Developer these points can be obtained through Experienced Partners. (0-~~60~~180 points)

Ten points each will be awarded for one member of the Management Company and one member of the Development Team (other than the Management Company) who is directly and actively involved with the Project that has been trained and maintains certification by a Nationally Recognized MHTC-LIHTC Compliance Training Company. For MBOH purposes, to maintain certification, the person must attend a class with a Nationally Recognized MHTC-LIHTC Compliance Training Company at least once every four years (certificates must be attached with each Application) (0-~~20~~60 points).

Thirty points will be awarded if the Project's Developer or Consultant who is actively involved in the actual construction process has experience with Cold Weather Development and Construction, as reported on Exhibit H. Cold Weather Development and Construction is defined as experience of the MHTC Developer or Consultant on one or more Projects located above the 40 degrees north parallel (0-~~30~~90 points).

The application must list all affordable housing including low-income housing tax credit Projects in Montana or any other state developed, owned, managed or consulted on by applicant and any member of the Development Team or for which an Award of tax credits was received, whether or not such Projects were successfully completed. All Development Team members, including Applicant, Developer, General Partner/Owner, Management Company, and MHTC Consultant must consent in writing, on a form provided in the UniAppUNIAPP Supplement, to the release of information by any other applicable state tax credit agencies to MBOH regarding the Applicant's history of performance on other tax credit Projects.

7. Participation of Local Entity (0-50 points)

A proposal involving significant participation by a Local Entity separate from the Developer must be evidenced by a signed agreement to participate. The MBOH Board has determined having a Local Entity participate at a significant level increases the success and acceptance of the Project into the community. Examples of significant participation include Local Entities providing: on-site tenant services, such as screening and referring tenants or providing supportive services, through a formal written agreement, which agreement must be extended or replaced so that an agreement remains in place for the duration of the Compliance-Extended Use Period (with such agreement preserving the Owner's right to cancel the agreement and obtain a replacement agreement with a new servicer if existing servicer is unable to provide the services); donation of land or sale at a reduced price to

enhance affordability; use of grant money to develop infrastructure or for other uses; or significant fee waivers on city fees. Monetary or other material support will also be considered. Note: Information submitted during each round of Applications will be compared to other Applications within the same round. Only new or updated agreements, land donations, and/or grants requested or negotiated for the current round will be considered for awarding points. The Application must provide evidence of a connection with or support from some part of the local community and how it will benefit the property. Points will not be awarded for the same item in both this Section and Section 5, Preservation of Affordable Housing.

8. Tenant Populations with Special Housing Needs* (0-100 points)

An Application will be awarded 10 points for each 5% of the units targeting the following identified needs up to a maximum of 100 points. The Application must specify the number of units targeted for each category. Section B Part XII, Units Accessibility, of the UniAppUNIAPP will be used to calculate the score for this item. Units may not be counted more than once or in more than one category for purposes of awarding points.

- Units targeted specifically for individuals with children or large families (units with 2 or more bedrooms).
- Units targeted specifically as Section 504 fully accessible units exceeding minimum fair housing requirements.
- Units targeted specifically for persons with disabilities (Application must describe the strategy that will be used to market available units to disabled persons throughout the Extended Use Period).

If the Project is an Elderly Property as defined in federal law, the Application will receive 100 points under this provision.

Example:

2 – 2 bdrm units meet family requirement 20% – 40 points

2 – 1 bdrm units exceed section 504 20% – 40 points

1 – 1 bdrm unit targeted to mental illness 10% – 20 points

5 – 1 bdrm units with no targeting 50% – 0 points

10 – Total units in Project – 100 total points received

9. Developer Knowledge and Responsiveness (Up to minus (-) 400 points)

If an entity or individual participating in a Project has a demonstrated poor track record with respect to developments in Montana or in another state, MBOH may assign negative points. For purposes of determining a participant's track record, MBOH may contact community officials, Developer team references, credit bureaus, other state tax credit administering agencies and any other sources as MBOH deems appropriate. As much as minus (-) 100 points may be assigned for each of the following (i) demonstrated poor track record with respect to developments in Montana or in another state, and/or (ii) for failure to respond within 10 working days of MBOH letter of inquiry. (up to -200)

Applicants, Consultants, Developers, Owners or other Development Team members with past demonstrated management weaknesses, including but not limited to those listed below may be assigned negative points for this section (Up to Minus (-) 200 points), for example:

- Has not followed-through on the development of a Project from Application to rent-up and operation;

- Has not complied with MBOH submission, compliance or other requirements applicable during Project development, construction and Extended Use Period;
- Has not maintained a Project to Section 42 or other program standards;
- Has or had numerous or outstanding substantial non-compliance issues or IRS 8823's (consideration will be given the type of 8823);
- Has not been trained in a certified compliance training program;
- Has not retrained management on compliance at least every four years;
- Has requested income targeting changes that are not supported by unanticipated hardship;
- Has requested additional credits more than once;
- Has made significant changes to previous tax credit applications; or
- Has significantly diminished the quality and long term viability of a previous Project by lowering costs below a reasonable level.
- Management company has been uncooperative in correcting noncompliance or has refused to correct non-compliance. The management company's track record with other Owners and properties will also be taken into consideration.

* Indicates federally mandated criteria

Developments not scoring the minimum Development Evaluation Criteria score of ~~900-1100~~ points will not receive further consideration. Applications scoring at least the minimum Development Evaluation Criteria score of ~~900-1100~~ points and meeting all other requirements of this QAP will be considered for an Award of tax credits as provided in this QAP.

Award Determination Selection Standard

The MBOH Board will select those Projects to receive an Award of tax credits that it determines best meet the most pressing housing needs of low income people within the state of Montana, taking into consideration: (i) all of the requirements, considerations, factors, limitations, Development Evaluation Criteria, set asides, priorities and data (including without limitation the statistical data in Exhibit G) set forth in this QAP and all federal requirements (together referred to in this QAP as the "Selection Criteria"); (ii) the Development Evaluation Criteria scoring; and (iii) all other information provided to the MBOH Board regarding the applicant Projects.

The awarding of points to Projects pursuant to the Development Evaluation Criteria is for purposes of determining that the Projects meet at least the minimum Development Evaluation Criteria required for further consideration and to assist the MBOH Board in evaluating and comparing Projects. Development Evaluation Criteria scoring is only one of several considerations taken into account by the MBOH Board and does not control the selection of Projects that will receive an Award of tax credits. In addition to any other Selection Criteria specified in this QAP, the MBOH Board may consider the following factors in selecting Projects for an Award of tax credits to qualifying Projects:

- The geographical distribution of tax credit Projects;
- The rural or urban location of the Projects;
- The overall income levels targeted by the Projects;
- The need for affordable housing in the community, including but not limited to current Vacancy Rates;
- Rehabilitation of existing low income housing stock;
- Sustainable energy savings initiatives;
- Financial and operational ability of the Applicant to fund, complete and maintain the Project through the Extended Use Period;
- Past performance of an Applicant in initiating and completing tax credit Projects;

- Cost of construction, land and utilities, including but not limited to costs/credits per square foot/unit; and/or
- The frequency of Awards in the respective areas where Projects are located.

If the MBOH Board Awards credits to an Applicant where the Award is not in keeping with the Selection Criteria of this QAP, it will publish a written explanation that will be made available to the general public pursuant to Section 42(m)(1)(A)(iv) of the Internal Revenue Code.

If all of the authorized credits are Awarded after a particular cycle, MBOH may place qualifying Applications which did not receive an Award of tax credits on a waiting list for potential Award of tax credits in the event credits become available at a later date. Any available credits that are not Awarded or reserved in a particular cycle may in the discretion of the MBOH Board be made available for Award in a future cycle or may be used to increase the amount of tax credits reserved for a previously Awarded Project as provided in this QAP.

SECTION 10 – RESERVATION, CARRYOVER AND FINAL ALLOCATION

Once MBOH has selected Projects and determined the Award of tax credits and amount of credits to be reserved, MBOH will provide a Reservation Agreement, Gross Rent Floor Election, and Declaration of Restrictive Covenants to the partnership for execution and return to MBOH.

Reservation Agreement

MBOH will provide a Reservation Agreement, Gross Rent Floor Election, and Declaration of Restrictive Covenants to the partnership for execution and return to MBOH. The partnership should review, complete, sign, and return the Reservation Agreement and Gross Rent Floor Election, along with the additional information and materials required below. A Reservation Agreement is MBOH's conditional commitment to make a Carryover Allocation and/or Final Allocation to the Project allocate tax credits, subject to the requirements and conditions of the Reservation Agreement, the QAP and federal law. Such requirements include but are not limited to submission of evidence of timely progress toward completion of the development acceptable to MBOH, and compliance with federal tax credit requirements.

If an unsuccessful Applicant, or a party associated with such Applicant, commences any legal action or proceeding challenging MBOH's Award determination or process, MBOH will make a Carryover Allocation or Final Allocation of allocate tax credits as required by an executed Reservation Agreement to the same extent it would have been bound to do in absence of the legal challenge, unless the court determines that such Applicant was not eligible or qualified under the applicable QAP to receive an Award of tax credits or MBOH otherwise determines that it is precluded by Court order from doing so. If a court determines in any such action or proceeding that MBOH must Award credits to one or more unsuccessful Applicants from such round or year, such Award or Awards will be made using any available returned or unreserved tax credits or current year's credits provided in Section 7.

The following will be required from the partnership, prior to entering into a Reservation Agreement:

- Demonstrated financial ability to proceed (conditional financing commitment); and
- Certain other updated Application material

MBOH will send the successful Applicant a Reservation Agreement shortly after Award and upon meeting the foregoing requirements. The Applicant will have a maximum of 90 days

after receipt of the Reservation Agreement to accept, sign and return the Reservation Agreement. Where applicable, however, if the Owner elects the federal percentage(s) in the month that the Rreservation is issued by MBOH, the Rreservation Agreement-document must be signed and returned on or before the 25th of that month to assure the lock-in of the rate. Owners electing the placed-in-service date should return the signed Rreservation Agreement-document immediately. Upon receipt, MBOH will sign the Reservation Agreement, and return a copy to the partnership.

The balance of the Rreservation fee (based on the fee schedule) will be due and must be received by MBOH no later than 6 months after Award of credits.

~~MBOH will send the successful Applicant a Reservation Agreement shortly after Award. The Applicant will have a maximum of 90 days after receipt of the Reservation Agreement to accept, sign and return the Reservation Agreement.~~

Once the partnership enters into a Reservation Agreement with MBOH, the partnership must then meet the requirements and conditions described in the Reservation Agreement and provide the required documentation before it receives a Carryover Allocation or Final Allocation of tax credits.

MBOH will revoke an approved tax credit Rreservation and terminate the Reservation Agreement when a Project fails to make successful progress toward completion or otherwise fails to perform its obligations under the Reservation Agreement. Submitting quarterly status reports demonstrating satisfactory evidence of the Project's completion is the responsibility of the Applicant. Successful progress toward Project completion and Project completion require that such progress and completion are in substantial accordance with the Project as described and proposed in the Project Application, except to the extent that substantial changes have been approved by the Board as provided in the Applicable QAP.

NOTE: Reservation Agreements for tax credit Projects funded through tax-exempt bonds must be completed, signed, and returned to MBOH not later than five business days following the close of the bond financing agreement.

Gross Rent Floor Election

The election on this form verifies when the Owner elects the gross rent floor for the Project. There are two options: at the Reservation/Initial Allocation, or at the date Placed in Service. This form reflects the election made by the Owner in the Reservation Agreement. This form must be returned with the executed Reservation Agreement.

Declaration of Restrictive Covenants

The Declaration of Restrictive Covenants assures that the land and its use will be restricted for the purposes of providing low-income housing for the period proposed in the Application. Provisions included in the Restrictive Covenants will include Exhibit A-1 (Legal Description of Project Land); Exhibit A-2 (Conditions of Tax Credit Allocation) indicating the number of units at the appropriate elected rent levels, e.g., 30%, 40%, 50%, 60% AMI as determined by the Application. Owners will be required to maintain those rent levels through the Extended Use Period of the Project; Exhibit A-3 (Energy and Green Building) indicating the architect's letter provided in the Application outlining those energy and green building initiatives.

It is the Developer's responsibility to record the Declaration of Restrictive Covenants in the county in which the Project real property is located. In unusual circumstances, and for good cause shown, MBOH may permit amendments to the Declaration of Restrictive Covenants at a subsequent date.

Carryover Commitment

In order to receive a Carryover commitment, Owners must provide Proof of Ownership (evidence of title or right to possession and use of the property for the duration of the Compliance Period and any Extended Use Period plus one year, e.g., a recorded deed or an executed lease agreement), executed and recorded Restrictive Covenants, and the Reservation fee. Land lease periods must be at least one year longer than the Restrictive Covenant period. These items must be received by December 1, of the year for which the Award of credits was made. MBOH will issue Carryover commitments before year end.

10% Test

MBOH requires that more than 10% of the expected basis in a Project, including land, must be expended by the 10% Carryover Cost Certification deadline. MBOH requires that Developers provide an independent third party CPA Cost Certification, in a format established by MBOH, verifying compliance with the 10% test.

Developers must submit the 10% requirements, including the required CPA Cost Certification ~~and~~ other documents, and the 10% test underwriting fee by the deadline. Failure to do so will result in the loss of the credit Award. The fee for 10% test underwriting is \$1,000, which fee must be paid at the time of submission of 10% test information and documentation.

At 10% Test, MBOH staff will re-evaluate:

- The Sources and Uses of funds;
- Total financing planned for the Project;
- Proceeds or receipts expected to be generated by the tax credits;
- Reasonableness of the development and operation costs;
- Projected Rental Income and Operational Expenses;
- Debt Coverage Ratio; and
- Tax Credits required for financial feasibility of the Project.

Deadline for submission of the required 10% information is the end of the twelfth month following the credit Award. Developers that fail to pay the required fee will be deemed not to have met the 10% Test requirements. Failure to submit certification for 10% documentation or to meet the 10% Test will cause forfeiture of Awarded, reserved or allocated tax credits for the Project.

Placed in Service

Placed in Service (PIS) is the date on which the building is ready and available for its specifically assigned function (the date on which the first unit in the building is certified as being suitable for occupancy in accordance with State or local law). This certification is the Certificate of Occupancy (C of O).

New Construction and substantial Rehabilitation buildings must be placed in service (receive C of O), not later than the close of the second calendar year following the calendar year in which the Carryover commitment is made.

Other Rehabs that are not substantial (accomplished with residents in place during Rehab) can place in service at the end of the 24 month or shorter period over which the required amount of expenditures are aggregated. The Owner selects the placed in service date in this case unless local approval is required.

Final Allocations/8609

Documentation supporting a request for issuance of IRS Form 8609 must be submitted to MBOH within 6 months of the last building Placed In Service date. MBOH will not allocate tax credits on IRS Form 8609 until a qualified building is placed in service. A site visit and file audit by MBOH may be conducted prior to the issuance of the IRS Form 8609.

Notwithstanding other provisions of this QAP, to obtain issuance of Form 8609, the Project must be placed in service in substantial accordance with the Project as described and proposed in the Project Application, except to the extent that substantial changes have been approved by the Board as provided in the Applicable QAP.

The Final Allocation/8609 underwriting fee is \$2,500, which fee must be paid at the time of submission of the request for issuance of IRS Form 8609(s).

The request for issuance of IRS Form 8609(s) must include:

- Certification of required blower door or infrared test results (if not previously submitted);
- The independent third party CPA's Cost Certification and Owner's Statements (available in Exhibit C);
- Exhibit C Sponsor Certification of the UniApp;
- The architect's verification that the items for green and energy listed in the Application as well as provisions of accessibility listed in Section 3 have been incorporated;
- Certificates of Occupancy (C of O's);
- Copies of all permanent loan and/or grant documents;
- Copy of partnership/equity agreement; and
- Statement of items or costs excluded from eligible basis.
- Statement identifying the first year of the credit period, which statement must name the specific year (e.g., 2017).
- The Final Allocation/8609 underwriting fee.

If the required fee is not submitted, the Project will be deemed not to have met Final Allocation requirements and MBOH will not issue Form 8609(s). MBOH will complete the final credit Allocation evaluation. Typical Reasonable turn-around time for 8609's is 4-8 weeks after submission of all required documentation and the fee. Once the 8609(s) are issued and delivered to the Owner, the bottom half must be completed and signed. **A copy of each completed 8609 must be sent back to MBOH within six months of issuance.**

SECTION 11 - DEVELOPER/APPLICANT RESPONSIBILITIES

Applicant must respond to a written MBOH request within 10 working days. Failure to do so may result in the Application being deemed ineligible for that funding round.

Applicant must proceed according to the timeframe identified in the Implementation Schedule. Adjustments up to 60 days are acceptable. Any changes in the Implementation Schedule greater than 60 days must be submitted in writing with justification to MBOH. Any changes not reported or not approved may jeopardize the credits.

State Law Requirements

The Applicant and Development Team must agree to comply with Montana State law requirements (e.g., certificate of contractor registration, workers compensation, unemployment compensation, and payroll taxes). MBOH will include this certification in the execution of all Reservation and Carryover Allocation documents.

Public Notification

Any public relations actions by a recipient of tax credits involving MBOH funds or tax credits must specifically state that a portion of the funding is from MBOH. This will be included in radio, television, and printed advertisements (excluding rental ads), public notices, and on signs at construction sites, e.g., "Montana Housing Tax Credits allocated by the Montana Board of Housing, Montana Department of Commerce."

Quarterly Status Reporting

All Applicants receiving Reservations of credits must provide written status reports for each calendar quarter, beginning with the quarter in which the tax credit Award is made. Status reports will be due on or before January 10th, April 10th, July 10th & October 10th until the Applicant receives its 8609(s). The documentation regarding the progress must be development specific, and include such items as planning approval and building permits, firm debt and/or equity financing commitments, construction progress (foundation, framing, rough in, enclosed, drywall, etc., for each Project building), and lease up progress. Submission of photos is encouraged. **Owners must provide a copy of the Certificate of Occupancy for each building. The Certificate of Occupancy must be included in the status report covering the period in which it was issued.**

Changes to Project or Application

The Applicant must immediately notify MBOH in writing of any proposed significant substantial changes in the Project. MBOH must review and approve any proposed substantial changes to the Project, including but not limited to changes to:

- Applicant, Developer, MHTC Consultant or any other principal participant in the Project;
- Quality of construction;
- Unit composition;
- Target group;
- Location;
- Required information presented in the Application.
- Sources and Uses (refer to Section 3).
- Any change that would have affected the Application scoring under the Applicable QAP.

Specific approval by the MBOH Board is required for substantial changes. Requests must be submitted to MBOH with proper justification at least 30 days before the change is expected to take place. MBOH review and Board approval of changes must be completed prior to the change taking effect. Changes completed without MBOH Board approval, may result in the termination of the Reservation Agreement and/or loss of some or all credits.

Any requested changes submitted requiring MBOH action may incur additional fees. Changes to tax credit site, construction of building(s), architectural, engineering, or any on-site review by any member of MBOH will incur additional charges. Fees will be determined based upon the cost of MBOH Staff travel for that purpose.

SECTION 12 - COMPLIANCE MONITORING

Federal law requires state allocating agencies (MBOH) to monitor compliance with provisions of Section 42 of the Internal Revenue Code (26 U.S.C. § 42). In addition, Federal law requires allocating agencies to provide a procedure the agency will follow in monitoring for non-compliance and to inform tax credit recipients (Owners) of procedures and requirements.

Included in the requirements are procedures for notifying the Internal Revenue Service (IRS) of any non-compliance of which the allocating agency becomes aware. Federal income tax regulations related to Procedures for Monitoring Compliance with Housing Credit Requirements are published in 26 CFR Part 1 and 602.

For complete MHTC compliance guidance, refer to the MBOH MHTC Compliance Manual, available at <http://housing.mt.gov/About/MF/manuals.mcp>

Compliance Fees

Developments will incur and must pay to MBOH a compliance monitoring fee to offset the costs for MBOH compliance monitoring. The compliance monitoring fee of ~~\$40.00~~**\$45.00** per each non-market unit (subject to change) is payable annually at the time of the Owner's Submission of the Owner's Certificate of Continuing Program Compliance.

The following procedure describes MBOH plans for monitoring compliance on tax credit Projects. At minimum, each Project that has been placed in service will be subject to the following monitoring requirements:

Recordkeeping, Record Retention and Data Collection

Recordkeeping

The Owner of a low-income housing Project must keep records for each building in the Project that shows unit qualifications for each year throughout the term of the Declaration of Restricted Covenants, including the Compliance Period and the Extended Use Period in effect for such Project.

The information must show for each year in the Compliance Period:

- The total number of residential rental units in a building (including the number of bedrooms and the size in square feet of each residential rental unit);
- The percentage of residential rental units in the building that are qualified units;
- The rent charged on each residential rental unit in the building (including any utility allowances and mandatory fees);
- MHTC unit vacancies in the building and information that shows when, and to whom, the next available units were rented. If a unit is left vacant, or in a mixed use Project is rented to a non-qualifying tenant, the Owner must maintain documentation showing a diligent attempt was made to rent the unit to a qualifying tenant;
- The tenant income certification of each MHTC tenant (by unit), including annual certifications for each continuous tenant;
- Documentation to support each MHTC tenant's income certification. This must include a copy of (a) verification of income from third parties, or (b) 6 consecutive paystubs;
- The eligible basis and qualified basis of the building at the end of the first year of the credit period; and
- The character and use of any non-residential portion of the building included in the eligible basis of the building, if applicable.

Records Retention

Federal regulations require the Owner of a MHTC Project receiving tax credits to retain the records listed above. The Owner is required to retain such records for at least 6 years after the due date for filing the federal income tax return for that year. Records for the first year of the credit period must be retained for at least 6 years beyond the due date for filing the federal income tax return for the last year of the Compliance Period. Owner should also

retain records relating to the amount of credit claimed for the Montana Housing Tax Credit, including the Form 8609 and Schedule A of Form 8609.

Data Collection

To the extent required by federal law, the Owner will assist the MBOH with meeting federal reporting requirements by collecting and submitting information annually concerning the race, ethnicity, family composition, age, income, use of rental assistance under section 8(o) of the United States Housing Act of 1937 or other similar assistance, disability status, and monthly rental payments of all qualified households.

Owners Certificate of Continuing Program Compliance

The Owners Certificate of Continuing Program Compliance is required on an annual basis for each property. The certificate must to be signed by the Owner and notarized. This statement must be filed with MBOH every year throughout the Extended Use Period. Owners must file annual certifications on the form provided by MBOH. Substitute forms are not acceptable. Failure to provide an annual certification before the date established by MBOH may trigger an IRS Form 8823.

~~Annual Operating Expense Information~~ Income and Expense Summary

All property Owners must submit operating income and cost information for the property's latest fiscal period, including a current balance of replacement and operating reserve accounts.

Submission Deadlines

The Owners Certificate of Continuing Program Compliance and Tenant Income Certifications (TIC) must be submitted on or before the 25th of the month following the assigned annual period. Federal regulations stipulate there must be no more than 12 months between certifications.

All submissions must be filed through Certification On Line (COL).

Review by MBOH staff

MBOH will review the items listed above for compliance with the requirements of Section 42 of the Code and with the requirements of the MBOH MHTC program.

Ownership/Management Changes

Notification of changes to ~~ownership~~, property management companies, managers, site managers, or changes to points of contact must be submitted to MBOH prior to or immediately upon implementation of the change. Failure to timely submit such notification to MBOH may trigger issuance of a Form 8823.

Subject to the requirements of Section 42 of the Code, the Restrictive Covenants and the Applicable QAP any other applicable restrictions, the Owner may sell, transfer or exchange the entire Project at any time. No portion of a building to which the Restrictive Covenants apply may be sold to any person unless all of such building is sold to such person. Prior to such sale, transfer or exchange, however, the Owner must notify in writing and obtain the written agreement of any buyer, successor or other person acquiring the Project or any interest therein that such acquisition is subject to the requirements of the Restrictive Covenants, the requirements of Section 42 of the Code and applicable Regulations, and the Applicable QAP. Such written agreement of the buyer, successor or other person acquiring

the Project must be in the form required by MBOH, which agreement form is available on the MBOH website. Such form, executed by the buyer, successor or other person acquiring the Project must be submitted to MBOH prior to closing of the sale, transfer or exchange. The Board may void any sale, transfer or exchange of the Project if the buyer, successor or other person fails to assume in writing the requirements of this Agreement and the requirements of Section 42 of the Code.

Education Requirements

Persons responsible for qualifying tenants and verifying compliance (involved in tenant qualification and compliance) must be certified in ~~MHTC-LIHTC~~ compliance by one of the Nationally-Recognized ~~HTC-LIHTC~~ Compliance Training Companies. Property managers and property Management Company personnel must complete a Nationally-Recognized ~~HTC-LIHTC~~ Compliance Training Company certification course, passing the test. For MBOH purposes, to maintain certification, the person must attend a class with a Nationally-Recognized ~~HTC-LIHTC~~ Compliance Training Company at least once every four years. For each of the other three years, all property managers and property Management Company personnel should attend annual MBOH compliance training. The property management company and site manager for an ~~MHTC~~ property must be trained and certified before the property is placed in service. New site managers hired for existing ~~MHTC~~ properties must be certified within their first year of employment. New property management companies hired for existing properties must be certified before they assume management of a property. On a case-by-case basis, MBOH may approve ~~our-its~~ compliance training as adequate training until such time as the next Nationally-Recognized ~~HTC-LIHTC~~ Compliance Training Company program is offered within Montana.

Persons responsible for qualifying tenants and verifying compliance (involved in tenant qualification and compliance) must also attend Fair Housing training at least once every four years. The manager for a ~~MHTC~~ property must complete such training before the property is placed in service. New managers hired for existing ~~MHTC~~ properties must complete the training within their first year of employment.

Such Fair Housing training must include and cover the following subjects and requirements:

- Protected Classes;
- Accessibility requirements;
- Reasonable accommodation/modification;
- Applicant screening;
- Disparate impact;
- Domestic violence issues;
- Occupancy standards;
- Section 504; and
- Service Animals.

Tenant Income Certifications (TIC)

Frequency and Form

Owners must complete the MBOH TIC *for all new move-ins* and file it with MBOH through Certification On Line (COL). Documentation supporting the TIC will not be submitted. MBOH staff will review supporting documentation during file audits. Timely annual Re-certifications (TICs) *for mixed Projects* (with market units) are required must be submitted to MBOH through COL.

The MBOH TIC is the only acceptable form.

Student Status Certification

Student status certifications must be completed *annually prior to their move-in anniversary date*.

On-Site Inspections

MBOH staff (staff) will perform an on-site inspection of each property at least once every three years during the Extended Use Period. Staff will notify the Owner/manager in advance of the inspection.

Staff must inspect and review at least 20% of the tenant files and corresponding units. MBOH will not notify the Project's manager, Owner or other representative of the unit selection before the site inspection. The selected sample may be expanded.

Complete copies of all tenant files for each unit from original lease-up forward must remain within the State of Montana at the location of the rental property or the regional in-state office.

If MBOH determines it is necessary, properties may be inspected on a cycle of more than once every three years. The cost of any additional inspections will be billed to the respective property.

MBOH may schedule on-site inspections at any time with minimal notice.

In event of non-compliance under Section 42 of the Code or the implementing regulations MBOH may be required or elect to undertake additional monitoring. The Owner will take any and all actions reasonably necessary to achieve and maintain compliance. Staff may require the Owner to document correction of non-compliance and/or MBOH may elect to conduct one or more site visit(s) to verify correction of non-compliance. The Owner will pay a reasonable fee to MBOH for any such additional monitoring activities.

Notice To Owner (26 CFR 1.42 (e)(2))

MBOH must provide prompt written notice to the Owner if MBOH becomes aware of non-compliance. These items include:

- Non-receipt of the certification(s) described in this QAP.
- Inaccessibility of tenant income supporting documentation, rent records, or the property.

In addition, MBOH must provide prompt written notice to the Owner if MBOH discovers by inspection, review, or in some other manner, that the Project is not in compliance with the provisions of Section 42.

Correction Period (26 CFR 1.42 (e)(4))

The Owner will be given a reasonable correction period from the date of non-compliance. If Staff determines that good cause exists, an extension may be granted.

Notice To IRS (26 CFR 1.42 (e)(3))

MBOH must file IRS Form 8823 "Low-Income Housing Credit Agencies Report of Noncompliance" with the IRS (even if non-compliance has been corrected) no later than 45 days after the end of the correction period, and no earlier than the end of the correction period.

Liability (26 CFR 1.42 (g))

Compliance with the requirements of Section 42 is the responsibility of the Owner of the building for which the credit is allowable. MBOH's obligation to monitor for compliance with the requirements of Section 42 does not make the Agency liable for an Owner's noncompliance.

No member, officer, agent, or employee of MBOH shall be personally liable concerning any matters arising out of, or in relation to, the compliance monitoring of a low-income housing Project.

Marketing the Project

MBOH will put all MHTC properties into the free State-approved Housing Locator website, MTHousingSearch.com. Properties will be contacted by MTHousingSearch for required information. Using this website meets the criteria for advertising vacant units and provides for broad coverage to those searching for affordable housing in Montana.

SECTION 13 – DISCLAIMER

MBOH is charged with allocating no more tax credits to any given development than is required to make that development economically feasible. This decision shall be made solely at the discretion of MBOH, but in no way represents or warrants to any Applicant, Investor, lender, or others that the development is feasible or viable.

MBOH reviews documents submitted in connection with this Allocation for its own purposes. In Allocation of the tax credits, MBOH makes no representations to the Owner or anyone else regarding adherence to the Internal Revenue Code, Treasury regulations, or any other laws or regulations governing Montana Housing Tax Credits.

No member, officer, agent, or employee of MBOH shall be personally liable concerning any matters arising out of, or in relations to, the Allocation of the Montana Housing Tax Credit.

If it is determined that an Applicant has intentionally submitted false information, a credit Award may be withdrawn or credits may be recaptured and the Applicant or any Applicant involving any related parties or any individual or entity supplying the false information will be ineligible to apply for credits for the next five years.

MBOH Policy on Non-Discrimination

Montana Board of Housing is an Equal Opportunity organization. All employees, who work for or with this Agency, agree not to discriminate against any client or co-worker based on race, color, religion, sex, handicap, familial status, national origin and any other classes protected in Montana. The failure of any employee to take the Agency policy seriously and to comply therewith may lead to disciplinary action, including but not limited to immediate termination of employment.

Qualified Allocation Plan Revisions

This QAP may be amended at any time after compliance with applicable notice, comment and approval requirements.

MBOH Policy on Civil Rights Compliance

The Owner, Developer, borrowers and any of their employees, agents, or sub-contractors in doing business with the Montana Board of Housing understand and agree that it is the total responsibility of the Owner(s) to adhere to and comply with all Federal Civil Rights legislation inclusive of the Fair Housing Laws, Americans With Disabilities Act as well as any State and local Civil Rights legislation along with any required related codes and Laws.

Should requirements, such as design, not be specified by MBOH, it is none the less the Owner(s) responsibility to be aware of and comply with all non-discrimination provisions related to race, color, religion, sex, handicap, familial status, national origin an any other classes protected in Montana, including design requirements for construction or Rehabilitation, Equal Opportunity in regard to marketing and tenant selection and reasonable accommodation and modification for those tenants covered under the Laws.

Exhibits

All Exhibits available at:

<http://housing.mt.gov/About/MF/20165gapexhibits.mcp>

Exhibit A

High Cost Areas

Exhibit B

Full Market Study Requirements

Exhibit C

10% and 8609 Letters and Forms
10% Cost Certification – Independent Auditors' Report
10% Owner's Statement – 10% Carryover Cost Certification
Final Cost Certification – Independent Auditors' Report
Owner's Statement – Final Allocation
Owner's Statement – Acq/Rehab Final Allocation
Exhibit A Itemized Action Cost and eligible Basis (New Construction)
Exhibit A Itemized Action Cost and Eligible Basis (Acq/Rehab)

Exhibit D-1

Letter of Intent Template

Exhibit D-2

Attachment to Letter of Intent

Exhibit E

Release of Information Form and List of States and Properties

Exhibit F

Green Checklist

Exhibit G

Statistical Data

Exhibit H

Cold Weather Development and Construction Experience