2026 Federal Low Income Housing Tax Credit Program for Virginia

Application For Reservation

Deadline for Submission

9% Competitive Credits
Applications and Fees Must Be Received
No Later Than 12:00 PM Richmond, VA Time On March 12, 2026

Tax Exempt Bonds
Applications and Fees Must Be Received
No Later Than 12:00 PM Richmond, VA Time for one of the available 4% credit rounds- January 15, 2026, July 1, 2026 or October 1, 2026.

Virginia Housing
601 South Belvidere Street
Richmond, Virginia 23220-6500

INSTRUCTIONS FOR THE
VIRGINIA 2026 LIHTC APPLICATION FOR RESERVATION

This application was prepared using Excel, Microsoft Office 365. Please note that using the active Excel workbook does not eliminate the need to submit the required PDF of the signed hardcopy of the application and related documentation. A more detailed explanation of application submission requirements is provided below and in the Application Manual.

An electronic copy of your completed application is a mandatory submission item.

Applications For all credits:

Applicants should submit the application package via Procorem prior to the application deadline, which is 12:00 PM Richmond Virginia time for each round. Failure to submit an electronic copy of the application by the deadline will cause the application to be disqualified.

Please Note:

Applicants should submit all application materials in electronic format only via your specific Procorem workcenter.

There should be distinct files which should include the following:

1. **Application For Reservation – the active Microsoft Excel workbook**
2. **A PDF file which includes the following:**
   - **Application For Reservation – Signed version of hardcopy**
   - **All application attachments (i.e. tab documents, excluding market study and plans & specs)**
3. **Market Study – PDF or Microsoft Word format**
4. **Plans - PDF or other readable electronic format**
5. **Specifications - PDF or other readable electronic format (may be combined into the same file as the plans if necessary)**
6. **Unit-By-Unit work write up (rehab only) - PDF or other readable electronic format**

IMPORTANT:

Virginia Housing only accepts files via our work center sites on Procorem. Contact TaxCreditApps@virginiahousing.com for access to Procorem or for the creation of a new deal workcenter. Do not submit any application materials to any email address unless specifically requested by the Virginia Housing LIHTC Allocation Department staff.

Disclaimer:

Virginia Housing assumes no responsibility for any problems incurred in using this spreadsheet or for the accuracy of calculations. Check your application for correctness and completeness before submitting the application to Virginia Housing.

Entering Data:

Enter numbers or text as appropriate in the blank spaces highlighted in yellow. Cells have been formatted as appropriate for the data expected. All other cells are protected and will not allow changes.

Please Note:

► **VERY IMPORTANT! : Do not** use the copy/cut/paste functions within this document. Pasting fields will corrupt the application and may result in penalties. You may use links to other cells or other documents but do not paste data from one document or field to another. You may also use the drag function.

► Some fields provide a dropdown of options to select from, indicated by a down arrow that appears when the cell is selected. Click on the arrow to select a value within the dropdown for these fields.

► The spreadsheet contains multiple error checks to assist in identifying potential mistakes in the application. These may appear as data is entered but are dependent on values entered later in the application. Do not be concerned with these messages until all data within the application has been entered.

► Also note that some cells contain error messages such as “#DIV/0!” as you begin. These warnings will disappear as the numbers necessary for the calculation are entered.

Assistance:

If you have any questions, please contact the Virginia Housing LIHTC Allocation Department. Please note that we cannot release the copy protection password.

Virginia Housing LIHTC Allocation Staff Contact Information

Name	Email	Phone Number
Stephanie Flanders	stephanie.flanders@virginiahousing.com	(804) 343-5939
Phil Cunningham	phillip.cunningham@virginiahousing.com	(804) 343-5514
Lauren Dillard	lauren.dillard@Virginiahousing.com	(804) 584-4729
Hadia Ali	hadia.ali@virginiahousing.com	(804) 343-5873

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Click on any tab label to be directed to location within the application.

2026 Low-Income Housing Tax Credit Application For Reservation

Please indicate if the following items are included with your application by putting an '**X**' in the appropriate boxes. Your assistance in organizing the submission in the following order, and actually using tabs to mark them as shown, will facilitate review of your application. Please note that all mandatory items must be included for the application to be processed. The inclusion of other items may increase the number of points for which you are eligible under Virginia Housing's point system of ranking applications, and may assist Virginia Housing in its determination of the appropriate amount of credits that may be reserved for the development.

X	$1,000 Application Fee **(MANDATORY)** - Invoice information will be provided in your Procorem Workcenter	
X	Electronic Copy of the Microsoft Excel Based Application **(MANDATORY)**	
X	PDF Copy of the **Signed** Tax Credit Application with Attachments (Tabs A-AB) **(MANDATORY)**	
X	Electronic Copy of the Market Study **(MANDATORY - Application will be disqualified if study is not submitted with application)**	
X	Electronic Copy of the Plans **(MANDATORY)**	
X	Electronic Copy of the Specifications **(MANDATORY)**	
	Electronic Copy of the Existing Condition questionnaire **(MANDATORY if Rehab)**	
	Electronic Copy of Unit by Unit Matrix and Scope of Work narrative **(MANDATORY if Rehab)**	
	Electronic Copy of the Physical Needs Assessment (**MANDATORY at reservation for a 4% rehab request**)	
	Electronic Copy of Appraisal (**MANDATORY** if acquisition credits requested)	
X	Electronic Copy of Environmental Site Assessment (Phase I) (**MANDATORY if 4% credits requested**)	
X	Electronic Copy of Signed Previous Participation Agreement	
X	Tab A:	Chart of ownership structure with percentage of interests (see manual for details) (MANDATORY)
X	Tab B:	Virginia State Corporation Commission Certification **(MANDATORY)**
X	Tab C:	Syndicator's or Investor's Letter of Intent **(MANDATORY)**
	Tab D:	*Any supporting documentation related to List of LIHTC Developments or Previous Participation Agreement*
X	Tab E:	Site Control Documentation & Most Recent Real Estate Tax Assessment **(MANDATORY)**
X	Tab F:	Third Party RESNET Rater Certification and Sample HERS certificates **(MANDATORY)**
X	Tab G:	Zoning Certification Letter **(MANDATORY)**
X	Tab H:	Attorney's Opinion using Virgina Housing template **(MANDATORY)**
	Tab I:	Nonprofit Questionnaire **(MANDATORY for points or pool)** The following documents **need not be submitted unless requested** by Virginia Housing: -Nonprofit Articles of Incorporation -IRS Documentation of Nonprofit Status -Joint Venture Agreement (if applicable) -For-profit Consulting Agreement (if applicable)
	Tab J:	Relocation Plan and Unit Delivery Schedule **(MANDATORY if Rehab)**
	Tab K:	Documentation of Development Location:
X	K.1	Revitalization Area Certification
	K.2	Surveyor's Certification of Proximity To Public Transportation using Virginia Housing template
	Tab L:	PHA / Section 8 Notification Letter
	Tab M:	*(left intentionally blank)*
	Tab N:	Homeownership Plan
	Tab O:	Plan of Development Certification Letter
	Tab P:	Zero Energy or Passive House documentation for prior allocation by this developer
	Tab Q:	Documentation of Rental Assistance, Tax Abatement and/or existing RD or HUD Property
X	Tab R:	Documentation of Utility Allowance Calculation
	Tab S:	Supportive Housing Certification
	Tab T:	Funding Documentation
X	Tab U:	Acknowledgement by Tenant of the availability of Renter Education provided by Virginia Housing
	Tab V:	Nonprofit or LHA Purchase Option or Right of First Refusal
X	Tab W:	Internet Safety Plan and Resident Information Form
X	Tab X:	Marketing Plan for units meeting accessibility requirements of HUD section 504
	Tab Y:	Inducement Resolution for Tax Exempt Bonds
X	Tab Z:	Documentation of team member's Veteran Owned Small Business certification
	Tab AA:	Priority Letter from Rural Development
X	Tab AB:	Ownership's Veteran Owned Small Business Certification

VHDA TRACKING NUMBER **2026-TEB-165**

A. GENERAL INFORMATION ABOUT PROPOSED DEVELOPMENT

Application Date: 5/15/2026

1. Development Name: Harrison Pointe

2. Address (line 1): West of Intersection of Banks St & Morton St
Address (line 2):
City: Franklin State: VA Zip: 23851

3. If complete address is not available, provide longitude and latitude coordinates (x,y) from a location on site that your surveyor deems appropriate. Longitude: -76.93009 Latitude: 36.66305
(Only necessary if street address or street intersections are not available.)

4. The Circuit Court Clerk's office in which the deed to the development is or will be recorded:
City/County of Franklin City

5. The site overlaps one or more jurisdictional boundaries. FALSE
If true, what other City/County is the site located in besides response to #4?

6. Development is located in the census tract of: 902.00

7. Development is located in a **Qualified Census Tract**. TRUE *Note regarding DDA and QCT*

8. Development is located in a **Difficult Development Area**. FALSE

9. Development is located in a **Revitalization Area based on QCT.** TRUE

10. Development is located in a **Revitalization Area designated by resolution** or **by the locality**. FALSE

11. Development is located in an **Opportunity Zone** (with a binding commitment for funding). FALSE

(If 9, 10 or 11 are True, **Action**: Provide required form in **TAB K1**)

12. Development is located in a census tract with a household poverty rate of:

3%	10%	12%
FALSE	FALSE	FALSE

13. Development is located in a medium or high-level economic development jurisdiction based on table. FALSE

14. Development is located on land owned by federally or Virginia recognized Tribal Nations. FALSE

Enter only Numeric Values below:

15. Congressional District: 2
Planning District: 5
State Senate District: 17
State House District: 84

16. Development Description: In the space provided below, give a brief description of the proposed development

The development team is developing Harrison Pointe, a 55+ senior community in Franklin, Virginia. The development will consist of 70 residential units in a 3-story building with two elevators. The development team has successfully developed and placed in service hundreds of affordable housing properties across a multitude of states and is considered a leader in affordable housing.

17. **Local Needs and Support**

a. Provide the name and the address of the chief executive officer (City Manager, Town Manager, or County Administrator of the political jurisdiction in which the development will be located:

Chief Executive Officer's Name: David Freeman

VHDA TRACKING NUMBER	2026-TEB-165

A. GENERAL INFORMATION ABOUT PROPOSED DEVELOPMENT

Application Date: 5/15/2026

Administrator of the political jurisdiction in which the development will be located:

Chief Executive Officer's Name:	David Freeman		
Chief Executive Officer's Title:	City Manager	Phone:	(757) 562-8561
Street Address:	207 West Second Avenue		
City:	Franklin	State: VA	Zip: 23851

Name and title of local official you have discussed this project with who could answer questions for the local CEO: Kelton Millhouse, Director of Community Development

b. If the development overlaps another jurisdiction, please fill in the following:

Chief Executive Officer's Name:			
Chief Executive Officer's Title:		Phone:	
Street Address:			
City:		State:	Zip:

Name and title of local official you have discussed this project with who could answer questions for the local CEO:

B. RESERVATION REQUEST INFORMATION

1. **Requesting Credits From:**

a. If requesting 9% Credits, select credit pool:

or

b. If requesting Tax Exempt Bond credits, select the round. ROUND 2

For Tax Exempt Bonds, where are bonds being issued? Virginia Housing

ACTION: Provide Inducement Resolution at **TAB Y** (if available)

2. **Type(s) of Allocation/Allocation Year (skip for TE Credits)**

Definitions of types:

a. **Regular Allocation** means all of the buildings in the development are expected to be placed in service this calendar year, 2026.

b. **Carryforward Allocation** means all of the buildings in the development are expected to be placed in service within two years after the end of this calendar year, 2026, but the owner will have more than 10% basis in development before the end of twelve months following allocation of credits. For those buildings, the owner requests a carryforward allocation of 2026 credits pursuant to Section 42(h)(1)(E).

3. **Select Building Allocation type:** New Construction

Note regarding Type = Acquisition and Rehabilitation: Even if you acquired a building this year and "placed it in service" for the purpose of the acquisition credit, you cannot receive its acquisition 8609 form until the rehab 8609 is issued for that building.

4. Is this an additional allocation for a development that has buildings not yet placed in service? FALSE

5. **Planned Combined 9% and 4% Developments**

a. A site plan has been submitted with this application indicating two developments on the same or contiguous site. One development relates to this 9% allocation request and the remaining development will be a 4% tax exempt bond application. FALSE

If true, provide name of companion development:

a. Has the developer met with Virginia Housing regarding the 4% tax exempt bond deal? FALSE

b. List below the number of units planned for each allocation request. **This stated split of units cannot be changed or 9% Credits will be cancelled.**

Total Units within 9% allocation request?	0
Total Units within 4% Tax Exempt allocation Request?	0
Total Units:	**0**
% of units in 4% Tax Exempt Allocation Request:	0.00%

6. **Extended Use Restriction**

Note: Each recipient of an allocation of credits will be required to record an **Extended Use Agreement** as required by the IRC governing the use of the development for low-income housing for at least 30 years. Applicant waives the right to pursue a Qualified Contract.

Must Select One: 50

Definition of selection:

Development will be subject to an extended use agreement of 35 additional years after the 15-year compliance period for a total of 50 years.

7. Virginia Housing would like to encourage the efficiency of electronic payments. Indicate if developer commits to submitting any payments due the Authority, including reservation fees and monitoring fees, by electronic payment. TRUE

Virginia Housing offers the Rental Housing Invoicing Portal to allow easy payments via secure ACH transactions. See Login at top right of our website. An invoice for your application fee along with access information was provided in your development's assigned Procorem work center.

C. OWNERSHIP INFORMATION

NOTE: Virginia Housing may allocate credits only to the tax-paying entity which owns the development at the time of the allocation. The term "Owner" herein refers to that entity. Please fill in the legal name of the owner. The ownership entity must be formed prior to submitting this application. Any transfer, direct or indirect, of partnership interests (except those involving the admission of limited partners) prior to the placed-in-service date of the proposed development shall be prohibited, unless the transfer is consented to by Virginia Housing in its sole discretion. **IMPORTANT: The Owner name listed on this page must exactly match the owner name listed on the Virginia State Corporation Commission Certification.**

1. Owner Information: *Must be an individual or legally formed entity.*

a. Owner Name: Harrison Pointe Limited Partnership

Developer Name: Woda Cooper Development, Inc.

Contact: M/M Mr. First: Gregory MI: Last: Mustric

Address: 500 S. Front St., 10th Floor

City: Columbus St. OH Zip: 43215

Phone: (614) 396-3222 Ext. Fax:

Email address: gmustric@wodagroup.com

Federal I.D. No. (If not available, obtain prior to Carryover Allocation.)

Select type of entity: limited partnership Formation State: Virginia

Additional Contact: Please Provide Name, Email and Phone number.
Maia Cooper, mcooper@wodagroup.com, 614-396-3200

ACTION: a. Provide Certification from Virginia State Corporation Commission **(Mandatory TAB B)**
b. Complete the Principals' Previous Participation Certification tabs within this spreadsheet. Include signed in Application PDF, along with ROFR, if applicable.

b. TRUE Indicate if at least one principal listed within Org Chart has a Veteran-Owned Small Business Certification and has at least 25% ownership interest in the controlling general partner or managing member as defined in the manual.

ACTION: If true, provide Virginia Housing Veteran Owned Small Business Certification **(TAB AB)**

c. FALSE Indicate True if the owner meets the following statement:

An applicant with a principal that, within three years prior to the current application, beginning with deals awarded in 2025, received an IRS Form 8609 for placing a separate 9% development in service without returning credits to or requesting additional credits from the issuing housing finance agency, will be permitted to increase the amount of developer's fee included in the development's eligible basis by 10%.

If True above, what property placed in service?

D. SITE CONTROL

NOTE: Site control by the Owner identified herein is a mandatory precondition of review of this application. Documentary evidence in the form of either a deed, option, purchase contract or lease for a term longer than the period of time the property will be subject to occupancy restrictions must be included herewith. (For 9% Competitive Credits - An option or contract must extend beyond the application deadline by a minimum of four months.)

Warning: Site control by an entity other than the Owner, even if it is a closely related party, is not sufficient. Anticipated future transfers to the Owner are not sufficient. The Owner, as identified previously, must have site control at the time this Application is submitted.

NOTE: If the Owner receives a reservation of credits, the property must be titled in the name of or leased by (pursuant to a long-term lease) the Owner before the allocation of credits is made.

Contact Virginia Housing before submitting this application if there are any questions about this requirement.

1. Type of Site Control by Owner:

Applicant controls site by (select one):

Select Type: ▶ Purchase Contract

Expiration Date: 7/31/2027

In the Option or Purchase contract - Any contract for the acquisition of a site with an existing residential property may not require an empty building as a condition of such contract, unless relocation assistance is provided to displaced households, if any, at such level required by Virginia Housing. See QAP for further details.

ACTION: Provide documentation and most recent real estate tax assessment - **Mandatory TAB E**

FALSE There is more than one site for development and more than one form of site control.

(If **True**, provide documentation for each site specifying number of existing buildings on the site (if any), type of control of each site, and applicable expiration date of stated site control. A site control document is required for each site **(Tab E)**.)

2. Timing of Acquisition by Owner:
Only one of the following statement should be True.

a. FALSE Owner already controls site by either deed or long-term lease.

b. TRUE Owner is to acquire property by deed (or lease for period no shorter than period property will be subject to occupancy restrictions) no later than 12/28/2027 .

c. FALSE There is more than one site for development and more than one expected date of acquisition by Owner.

(If c is **True**, provide documentation for each site specifying number of existing buildings on the site, if any, and expected date of acquisition of each site by Owner **(Tab E).**)

3. Seller Information:

Name: Franklin Redevelopment and Housing Authority

Address: 1343 Armory Drive

City: Franklin St.: VA Zip: 23851

Contact Person: Gwendolyn Blue Phone: (757) 562-0384

There is an identity of interest between the seller and the owner/applicant FALSE

If above statement is **TRUE**, complete the following:

D. SITE CONTROL

Principal(s) involved (e.g. general partners, controlling shareholders, etc.)

Names	Phone	Type Ownership	% Ownership
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%

E. DEVELOPMENT TEAM INFORMATION

Complete the following as applicable to your development team.

▶ Indicate Veteran Owned Small Business designation (as defined in the manual)to each team member (if applicable). You can mark True for 3 members to receive the full 10 points.

ACTION: Provide copy of certification from Commonwealth of Virginia, if applicable - **TAB Z**

1.	Tax Attorney:	Efrem Levy	This is a Related Entity.	FALSE
	Firm Name:	Reno & Cavanaugh PLLC		
	Address:	455 Massachuesetts Ave., Suite 400	Veteran Owned Small Bus?	FALSE
	City, State, Zip	Washington, DC 20001		
	Email:	elevy@renocavanaugh.com	Phone:	(202) 349-2476
2.	Tax Accountant:	Bryan Stickler	This is a Related Entity.	FALSE
	Firm Name:	Stemen, Mertens, Stickler CPA's		
	Address:	380 S. 5th Street	Veteran Owned Small Bus?	FALSE
	City, State, Zip	Columbus, OH 43215		
	Email:	bstickler@lcscpa.com	Phone:	(614) 224-0955
3.	Consultant:	Ryne Johnson	This is a Related Entity.	FALSE
	Firm Name:	Astoria, LLC		
	Address:	3450 Lady Marian Ct.,	Veteran Owned Small Bus?	FALSE
	City, State, Zip	Midlothian, VA 23113	Role:	Consultant
	Email:	rynejohnson@astoriallc.com	Phone:	(804) 320-0585
4.	Management Entity:	David Cooper, Jr.	This is a Related Entity.	TRUE
	Firm Name:	Woda Management & Real Estate, LLC		
	Address:	500 S. Front St., 10th Floor	Veteran Owned Small Bus?	FALSE
	City, State, Zip	Columbus, OH 43215		
	Email:	dcooper@wodagroup.com	Phone:	(614) 396-3200
5.	Contractor:	David Cooper, Jr.	This is a Related Entity.	TRUE
	Firm Name:	Woda Construction, Inc.		
	Address:	500 S. Front St., 10th Floor	Veteran Owned Small Bus?	FALSE
	City, State, Zip	Columbus, OH 43215		
	Email:	dcooper@wodagroup.com	Phone:	(614) 396-3200
6.	Architect:	Patrick Kelderhouse	This is a Related Entity.	FALSE
	Firm Name:	Hooker DeJong, Inc. (HDJ)		
	Address:	316 Morris Ave., Suite 410	Veteran Owned Small Bus?	FALSE
	City, State, Zip	Muskegon, MI 49440		
	Email:	patrickk@hdjinc.com	Phone:	(231) 722-3407
7.	Real Estate Attorney:	Efrem Levy	This is a Related Entity.	FALSE
	Firm Name:	Reno & Cavanaugh PLLC		
	Address:	455 Massachuesetts Ave., Suite 400	Veteran Owned Small Bus?	FALSE
	City, State, Zip	Washington, DC 20001		
	Email:	elevy@renocavanaugh.com	Phone:	(202) 349-2476

E. DEVELOPMENT TEAM INFORMATION

8. Mortgage Banker:		This is a Related Entity.		FALSE
Firm Name:				
Address:		Veteran Owned Small Bus?		FALSE
City, State, Zip				
Email:		Phone:		
9. Other 1:	James Cappano	This is a Related Entity.		FALSE
Firm Name:	Cappano Lumber LLC			
Address:	3100 Dillon Falls Road	Veteran Owned Small Bus?		TRUE
City, State, Zip	Zanesville, OH 43701	Role:	Development Consultant	
Email:	jim@lumber-town.com	Phone:	(740) 403-6947	
10. Other 2:		This is a Related Entity.		FALSE
Firm Name:				
Address:		Veteran Owned Small Bus?		FALSE
City, State, Zip		Role:		
Email:		Phone:		
11. Other 3:		This is a Related Entity.		FALSE
Firm Name:				
Address:		Veteran Owned Small Bus?		FALSE
City, State, Zip		Role:		
Email:		Phone:		
12. Other 4:		This is a Related Entity.		FALSE
Firm Name:				
Address:		Veteran Owned Small Bus?		FALSE
City, State, Zip		Role:		
Email:		Phone:		
13. Other 5:		This is a Related Entity.		FALSE
Firm Name:				
Address:		Veteran Owned Small Bus?		FALSE
City, State, Zip		Role:		
Email:		Phone:		

F. REHAB INFORMATION

1. **Acquisition Credit Information**

a. Credits are being requested for existing buildings being acquired for development. FALSE

Action: If true, provide an electronic copy of the Existing Condition Questionnaire, Unit by Unit Matrix and Appraisal.

b. This development has received a previous allocation of credits FALSE

If so, when was the most recent year that this development received credits?

If this is a preservation deal,
what date did this development enter its Extended Use Agreement period?

c. The development has been provided an acknowledgement letter from Rural Development regarding its preservation priority? FALSE

d. This development is an existing RD or HUD S8/236 development. FALSE

Action: (If True, provide required form in **TAB Q**)

Note: If there is an identity of interest between the applicant and the seller in this proposal, and the applicant is seeking points in this category, then the applicant must either waive their rights to the developer's fee or other fees associated with acquisition, or obtain a waiver of this requirement from Virginia Housing prior to application submission to receive these points.

i. Applicant agrees to waive all rights to any developer's fee or other fees associated with acquisition. FALSE

ii. Applicant has obtained a waiver of this requirement from Virginia Housing prior to the application submission deadline. FALSE

2. **Ten-Year Rule For Acquisition Credits**

a. All buildings satisfy the 10-year look-back rule of IRC Section 42 (d)(2)(B), including the 10% basis/ $15,000 rehab costs ($10,000 for Tax Exempt Bonds) per unit requirement. FALSE

b. All buildings qualify for an exception to the 10-year rule under IRC Section 42(d)(2)(D)(i), FALSE

i	Subsection (I)	FALSE
ii.	Subsection (II)	FALSE
iii.	Subsection (III)	FALSE
iv.	Subsection (IV)	FALSE
v.	Subsection (V)	FALSE

c. The 10-year rule in IRC Section 42 (d)(2)(B) for all buildings does not apply pursuant to IRC Section 42(d)(6). FALSE

d. There are different circumstances for different buildings. FALSE

Action: (If True, provide an explanation for each building in Tab K)

3. **Rehabilitation Credit Information**

a. Credits are being requested for rehabilitation expenditures. FALSE

F. REHAB INFORMATION

b. **Minimum Expenditure Requirements**

i. All buildings in the development satisfy the rehab costs per unit requirement of IRS Section 42(e)(3)(A)(ii). FALSE

ii. All buildings in the development qualify for the IRC Section 42(e)(3)(B) exception to the 10% basis requirement (4% credit only) FALSE

iii. All buildings in the development qualify for the IRC Section 42(f)(5)(B)(ii)(II) exception. FALSE

iv. There are different circumstances for different buildings. FALSE
Action: (If True, provide an explanation for each building in Tab K)

G. NONPROFIT INVOLVEMENT

Applications for 9% Credits - Section 1 must be completed in order to compete in the Non Profit tax credit pool.
All Applicants - Section 2 must be completed to obtain points for nonprofit involvement.

1. **Tax Credit Nonprofit Pool Applicants:** To qualify for the nonprofit pool, an organization (described in IRC Section 501(c)(3) or 501(c)(4) and exempt from taxation under IRC Section 501(a)) should answer the following questions as TRUE:

FALSE	a.	Be authorized to do business in Virginia.
FALSE	b.	Be substantially based or active in the community of the development.
FALSE	c.	Materially participate in the development and operation of the development throughout the compliance period (i.e., regular, continuous and substantial involvement) in the operation of the development throughout the Compliance Period.
FALSE	d.	Own, either directly or through a partnership or limited liability company, 100% of the general partnership or managing member interest.
FALSE	e.	Not be affiliated with or controlled by a for-profit organization.
FALSE	f.	Not have been formed for the principal purpose of competition in the Non Profit Pool.
FALSE	g.	Not have any staff member, officer or member of the board of directors materially participate, directly or indirectly, in the proposed development as a for profit entity.

2. **All Applicants:** To qualify for points under the ranking system, the nonprofit's involvement need not necessarily satisfy all of the requirements for participation in the nonprofit tax credit pool.

A. Nonprofit Involvement (All Applicants)

FALSE There is nonprofit involvement in this development. (If false, skip to #3.)

Action: If there is nonprofit involvement, provide completed Non Profit Questionnaire **(Mandatory TAB I).**

B. Type of involvement:

FALSE Nonprofit meets eligibility requirement for points only, not pool.

or

FALSE Nonprofit meets eligibility requirements for nonprofit pool and points.

C. Identity of Nonprofit (All nonprofit applicants):

The nonprofit organization involved in this development is: ▶

Name:

Contact Person:

Street Address:

City: State: ▶ Zip:

Phone: Contact Email:

D. Percentage of Nonprofit Ownership (All nonprofit applicants):

Specify the nonprofit entity's percentage ownership of the general partnership interest: 0.0%

3. Nonprofit/Local Housing Authority Purchase Option/Right of First Refusal

A. FALSE After the mandatory 15-year compliance period, a qualified nonprofit or local housing

G. NONPROFIT INVOLVEMENT

authority will have the option to purchase or the right of first refusal to acquire the development for a price not to exceed the outstanding debt and exit taxes. Such debt must be limited to the original mortgage(s) unless any refinancing is approved by the nonprofit. See manual for more specifics.

Action: Provide Option or Right of First Refusal in recordable form using Virginia Housing's template. **(TAB V)**
Provide Nonprofit Questionnaire (if applicable) **(TAB I)**

Name of qualified nonprofit:

or indicate true if Local Housing Authority FALSE
Name of Local Housing Authority

B. FALSE A qualified nonprofit or local housing authority submits a homeownership plan committing to sell the units in the development after the mandatory 15-year compliance period to tenants whose incomes shall not exceed the applicable income limit at the time of their initial occupancy.

Do not select if extended compliance is selected on Request Info Tab

Action: Provide Homeownership Plan **(TAB N)** and contact Virginia Housing for a Pre-Application Me

NOTE: Applicant is required to waive the right to pursue a Qualified Contract.

H. STRUCTURE AND UNITS INFORMATION

1. General Information

a.	Total number of **all** units in development	70	bedrooms	86
	Total number of **rental** units in development	70	bedrooms	86
	Number of low-income rental units	70	bedrooms	86
	Percentage of rental units designated low-income	100.00%		

b.	Number of new units:	70	bedrooms	86
	Number of adaptive reuse units:	0	bedrooms	
	Number of rehab units:	0	bedrooms	0

c. If any, indicate number of planned exempt units (included in total of all units in development) 0

d. Total Floor Area For The Entire Development 72,402.00 (Sq. ft.)

e. Unheated Floor Area (i.e. Breezeways, Balconies, Storage) 0.00 (Sq. ft.)

f. Nonresidential Commercial Floor Area (Not eligible for funding) 0.00

g. Total Usable Residential Heated Area 72,402.00 (Sq. ft.)

h. Percentage of Net Rentable Square Feet Deemed To Be **New Rental Space** 100.00%

i. Exact area of site in acres 5.604

j. Locality has approved a final site plan or plan of development. FALSE
If **True**, Provide required documentation (**TAB O**).

k. Requirement as of 2016: Site must be properly zoned for proposed development.
ACTION: Provide required zoning documentation **(MANDATORY TAB G)**

l. Development is eligible for Historic Rehab credits FALSE
Definition:

The structure is historic, by virtue of being listed individually in the National Register of Historic Places, or due to its location in a registered historic district and certified by the Secretary of the Interior as being of historical significance to the district, and the rehabilitation will be completed in such a manner as to be eligible for historic rehabilitation tax credits.

2. UNIT MIX

a. Specify the **average size and number per unit type:**

Note: Average sq foot should include the prorata of common space.

LIHTC Units can not be greater than Total Rental Units

Unit Type	Average Sq Foot		# of LIHTC Units	Total Rental Units
1 Story Eff - Elderly	0.00	SF	0	0
1 Story 1BR - Elderly	0.00	SF	0	0
1 Story 2BR - Elderly	0.00	SF	0	0
Eff - Elderly	0.00	SF	0	0
1BR Elderly	979.20	SF	54	54
2BR Elderly	1220.33	SF	16	16
Eff - Garden	0.00	SF	0	0
1BR Garden	0.00	SF	0	0
2BR Garden	0.00	SF	0	0
3BR Garden	0.00	SF	0	0

H. STRUCTURE AND UNITS INFORMATION

4BR Garden	0.00	SF	0	0
2+ Story 2BR Townhouse	0.00	SF	0	0
2+ Story 3BR Townhouse	0.00	SF	0	0
2+ Story 4BR Townhouse	0.00	SF	0	0
			70	70

Note: Please be sure to enter the values in the appropriate unit category. If not, errors will occur on the self scoresheet.

3. Structures

a. Number of Buildings (containing rental units) 1

b. Age of Structure: 0 years

c. Maximum Number of stories: 3

d. The development is a scattered site development. FALSE

e. Commercial Area Intended Use: N/A

f. Development consists primarily of : (Only One Option Below Can Be True)

i. Low Rise Building(s) - (1-5 stories with any structural elements made of wood) TRUE

ii. Mid Rise Building(s) - (5-7 stories with no structural elements made of wood) FALSE

iii. High Rise Building(s) - (8 or more stories with no structural elements made of wood) FALSE

g. Indicate **True** for all development's structural features that apply:

i. Row House/Townhouse	FALSE	v. Detached Single-family	FALSE
ii. Garden Apartments	TRUE	vi. Detached Two-family	FALSE
iii. Slab on Grade	TRUE	vii. Basement	FALSE
iv. Crawl space	FALSE		

h. Development contains an elevator(s). TRUE

If true, # of Elevators. 2

Elevator Type (if known) TBD

i. Roof Type ▶ Flat

j. Construction Type ▶ Frame

k. Primary Exterior Finish ▶ Combination

4. Site Amenities (indicate all proposed)

a. Business Center	FALSE	f. Limited Access	TRUE
b. Covered Parking	FALSE	g. Playground	FALSE
c. Exercise Room	FALSE	h. Pool	FALSE
d. Gated access to Site	FALSE	i. Rental Office	TRUE
e. Laundry facilities	TRUE	j. Sports Activity Ct.	FALSE
		k. Other:	Community Room min. 749 sq.ft.

l. Describe Community Facilities: Community Room min. 749 sq.ft.

m. Number of Proposed Parking Spaces 96

Parking is shared with another entity FALSE

H. STRUCTURE AND UNITS INFORMATION

n. Development located within 1/2 mile of an existing commuter rail, light rail or subway station or 1/4 mile from existing or proffered public bus stop. FALSE

If **True**, Provide required documentation (**TAB K2**).

5. Plans and Specifications

a. **Minimum submission requirements for all properties (new construction, rehabilitation and adaptive reuse):**

i. A location map with development clearly defined.

ii. Sketch plan of the site showing overall dimensions of all building(s), major site elements (e.g., parking lots and location of existing utilities, and water, sewer, electric, gas in the streets adjacent to the site). Contour lines and elevations are not required.

iii. Sketch plans of all building(s) reflecting overall dimensions of:

a. Typical floor plan(s) showing apartment types and placement

b. Ground floor plan(s) showing common areas

c. Sketch floor plan(s) of typical dwelling unit(s)

d. Typical wall section(s) showing footing, foundation, wall and floor structure
Notes must indicate basic materials in structure, floor and exterior finish.

b. The following are due at reservation for Tax Exempt 4% Applications and at allocation for 9% Applications.

i. Phase I environmental assessment.

ii. Physical needs assessment for any rehab only development.

c. **All Tax Exempt 4% Applications must submit plans and specifications complete at least through Design Development (DD) phase for all design disciplines.** Reference the separate Minimum Design and Construction Requirements document for a full list of submission requirements for New Construction and Rehabilitation projects.

NOTE: All developments must meet Virginia Housing's **Minimum Design and Construction Requirements**. By signing and submitting the Application for Reservation of LIHTC, the applicant certifies that the proposed project budget, plans & specifications and work write-ups incorporate all necessary elements to fulfill these requirements.

J. ENHANCEMENTS

Each development must meet the following baseline energy performance standard applicable to the development's construction category.

a. **New Construction:** must obtain EnergyStar certification.
b. **Rehabilitation:** renovation must result in at least a 30% performance increase or score an 80 or lower on the HERS Index.
c. **Adaptive Reuse:** must score a 95 or lower on the HERS Index.

Certification and HERS Index score must be verified by a third-party, independent, non-affiliated, certified RESNET home energy rater. The HERS re[prt should be completed for the whole development and not an individual unit.

Indicate **True** for the following items that apply to the proposed development:

ACTION: Provide RESNET rater certification of Development Plans **(TAB F)**
ACTION: Provide Internet Safety Plan and Resident Information Form **(Tab W)** if corresponding options selected below.

REQUIRED:

1. **For any development, upon completion of construction/rehabilitation:**

TRUE	a.	A community/meeting room with a minimum of 749 square feet is provided with free WIFI access restricted to residents only.
50.00%	b1.	Percentage of brick covering the exterior walls.
0.00%	b2.	Percentage of Fiber Cement Board or other similar low-maintenance material approved by the Authority covering exterior walls. Community buildings are to be included in percentage calculations.
TRUE	c.	All kitchen light fixtures are LED and meet MDCR lighting guidelines.
TRUE	d.	Cooking surfaces are equipped with fire suppression features as defined in the manual
FALSE	e.	Full bath fans are wired to primary light with delayed timer or has continuous exhaust by ERV/DOAS.
or		
TRUE	f.	Full bath fans are equipped with a humidistat.
FALSE	g.	All faucets, toilets and showerheads in each bathroom are WaterSense labeled products.
FALSE	h.	Rehab Only: Each unit is provided with the necessary infrastructure for high-speed internet/broadband service where it does not already exist.
FALSE	i.	Each unit is provided free individual high-speed internet access. *(Must have a minimum 20Mbps upload/ 100Mbps download speed per manual.)*
TRUE	j.	Every kitchen, living room and bedroom contains, at minimum, one USB charging port.
FALSE	k.	Rehab only: Each unit has dedicated space, drain and electrical hook-ups to accept a permanently installed dehumidification system.
or		
TRUE	l.	All Construction types: each unit is equipped with a permanent dehumidification system.
FALSE	m.	All interior doors within units are solid core.
FALSE	n.	Installation of a renewable energy electric system in accordance with manufactorer's specifications and all applicable provisions of the National Electrical Code - Provide documentation at **Tab F**.
FALSE	o.	New construction only: Each unit to have balcony or patio with a minimum depth of 5 feet clear from face of building and a minimum size of 30 square feet.

J. ENHANCEMENTS

For all developments exclusively serving elderly tenants upon completion of construction/rehabilitation:

FALSE	a. All cooking ranges have front controls.
FALSE	b. Bathrooms have an independent or supplemental heat source.
FALSE	c. All entrance doors have two eye viewers, one at 42" inches and the other at standard height.
TRUE	d. Each unit has a shelf or ledge outside the primary entry door located in an interior hallway.

2. **Green Certification**

a. Applicant agrees to meet the base line energy performance standard applicable to the development's construction category as listed above.

The applicant will also obtain one of the following:

TRUE	Earthcraft Gold or higher certification	FALSE	National Green Building Standard (NGBS) certification of Silver or higher.
FALSE	LEED Certification	FALSE	Enterprise Green Communities (EGC) Certification

Action: If seeking any points associated Green certification, provide appropriate documentation at **TAB F.**

b. Applicant will pursue one of the following certifications to be awarded points on a future development application.
(Failure to reach this goal will not result in a penalty.)

TRUE	Zero Energy Ready Home Requirements	FALSE	Passive House Standards

FALSE — Applicant wishes to claim points from a prior allocation that has received certification for Zero Energy Ready or Passive House Standards. Provide certification at **Tab P**. See Manual for details and requirements.

3. **Universal Design** - Units Meeting Universal Design Standards (units must be shown on Plans)

FALSE	a. Architect of record certifies that units will be constructed to meet Virginia Housing's Universal Design Standards.
0	b. Number of Rental Units constructed to meet Virginia Housing's Universal Design standards:

0% of Total Rental Units

No Market Units listed on Structure 1a.

4. FALSE Market-rate units' amenities are substantially equivalent to those of the low income units.

If not, please explain:

Architect of Record initial here that the above information is accurate per certification statement within this application.

I. UTILITIES

1. Utilities Types:

a.	Heating Type	Heat Pump
b.	Cooking Type	Electric
c.	AC Type	Central Air
d.	Hot Water Type	Electric

2. Indicate True if the following services will be included in Rent:

Water?	FALSE	Heat?	FALSE
Hot Water?	FALSE	AC?	FALSE
Lighting/ Electric?	FALSE	Sewer?	FALSE
Cooking?	FALSE	Trash Removal?	TRUE

Utilities		Enter Allowances by Bedroom Size				
		0-BR	1-BR	2-BR	3-BR	4-BR
Heating		0	4	8	0	0
Air Conditioning		0	3	6	0	0
Cooking		0	4	5	0	0
Lighting		0	35	40	0	0
Hot Water		0	6	8	0	0
Water		0	23	27	0	0
Sewer		0	30	36	0	0
Trash		0	0	0	0	0
Total utility allowance for costs paid by tenant		$0	$105	$129	$0	$0

3. The following sources were used for Utility Allowance Calculation (Provide documentation **TAB R).**

a.	FALSE	HUD	d.	FALSE	Local PHA
b.	FALSE	Utility Company (Estimate)	e.	TRUE	Other: Ecovative Utility Analysis
c.	FALSE	Utility Company (Actual Survey)			

Warning: The Virginia Housing housing choice voucher program utility schedule shown on VirginiaHousing.com should not be used unless directed to do so by the local housing authority.

K. SPECIAL HOUSING NEEDS

NOTE: Any Applicant commits to providing first preference to members of targeted populations having state rental assistance and will not impose any eligibility requirements or lease terms for such individuals that are more restrictive than its standard requirements and terms, the terms of the MOU establishing the target population, or the eligibility requirements for the state rental assistance.

1. **Accessibility:** Indicate **True** for the following point category, as appropriate.
   Action: Provide appropriate documentation (**Tab X**)

FALSE — Any development in which ten percent (10%) of the total units (i) conform to HUD regulations interpreting the accessibility requirements of section 504 of the Rehabilitation Act and (ii) are actively marketed to persons with disabilities as defined in the Fair Housing Act in accordance with a plan submitted as part of the application for credits.

All common space must also conform to HUD regulations interpreting the accessibility requirements of section 504 of the Rehabilitation Act.

FK **Architect of Record initial here that the above information is accurate per certification statement within this application.**

2. **Special Housing Needs/Leasing Preference:**
   a. If not general population, select applicable special population:

   TRUE — Elderly (as defined by the United States Fair Housing Act.)
   FALSE — Persons with Disabilities (must meet the requirements of the Federal Americans with Disabilities Act) - Accessible Supportive Housing Pool only
   FALSE — Supportive Housing (as described in the Tax Credit Manual)
   If Supportive Housing is True: Will the supportive housing consist of units designated for
   FALSE — tenants that are homeless or at risk of homelessness?
   Action: Provide Permanent Supportive Housing Certification (**Tab S**)

   b. The development has existing tenants and a relocation plan has been developed. FALSE
   (If **True**, Virginia Housing policy requires that the impact of economic and/or physical displacement on those tenants be minimized, in which Owners agree to abide by the Authority's Relocation Guidelines for LIHTC properties as described in the manual.)
   Action: Provide Relocation Plan, Budget and Unit Delivery Schedule **(Mandatory if tenants are displaced - Tab J)**

3. **Leasing Preferences**
   a. Will leasing preference be given to applicants on a public housing waiting list and/or Section 8 waiting list? select:

   Organization which holds waiting list:

   Contact person:

   Title:

   Phone Number:

   Action: Provide required notification documentation **(TAB L)**

   b. Leasing preference will be given to individuals and families with children. FALSE

K. SPECIAL HOUSING NEEDS

(Less than or equal to 20% of the units must have of 1 or less bedrooms).

c. Specify the number of low-income units that will serve individuals and families with children by providing three or more bedrooms: 0

% of total Low Income Units 0%

NOTE: Development must utilize a **Virginia Housing Certified Management Agent**. Proof of management certification must be provided before 8609s are issued.

Download Current CMA List from VirginiaHousing.com

Action: Provide documentation of tenant disclosure regarding Virginia Housing Rental Education **(Mandatory - Tab U)**

4. **Target Population Leasing Preference**

Unless prohibited by an applicable federal subsidy program, each applicant shall commit to provide a leasing preference to individuals (i) in a target population identified in a memorandum of understanding between the Authority and one or more participating agencies of the Commonwealth, (ii) having a voucher or other binding commitment for rental assistance from the Commonwealth, and (iii) referred to the development by a referring agent approved by the Authority. The leasing preference shall not be applied to more than ten percent (10%) of the total units in the development at any given time. The applicant may not impose tenant selection criteria or leasing terms with respect to individuals receiving this preference that are more restrictive than the applicant's tenant selection criteria or leasing terms applicable to prospective tenants in the development that do not receive this preference, the eligibility criteria for the rental assistance from the Commonwealth, or any eligibility criteria contained in a memorandum of understanding between the Authority and one or more participating agencies of the Commonwealth.

Primary Contact for Target Population leasing preference. The agency will contact as needed.

First Name: Kathleen
Last Name: Osterman

Phone Number: (614) 396-3200 Email: kosterman@wodagroup.com

5. **Rental Assistance**

a. Some of the low-income units do or will receive rental assistance...................... FALSE

b. Indicate True if rental assistance will be available from the following

FALSE	Rental Assistance Demonstration (RAD) or other PHA conversion to project based rental assistance.
FALSE	Section 8 New Construction Substantial Rehabilitation
FALSE	Section 8 Moderate Rehabilitation
FALSE	Section 811 Certificates
FALSE	Section 8 Project Based Assistance
FALSE	RD 515 Rental Assistance
FALSE	Section 8 Vouchers *Administering Organization:
FALSE	State Assistance

K. SPECIAL HOUSING NEEDS

*Administering Organization: ________

FALSE Other: ________

c. The Project Based vouchers above are applicable to the 30% units seeking points.
FALSE

i. If True above, how many of the 30% units will not have project based vouchers? 0

d. Number of units receiving assistance: 0
How many years in rental assistance contract?
Expiration date of contract:
There is an Option to Renew. FALSE

Action: Contract or other agreement provided **(TAB Q).**

6. **Public Housing Revitalization**
Is this development replacing or revitalizing Public Housing Units? FALSE
If so, how many existing Public Housing units? 0

L. UNIT DETAILS

1. Set-Aside Election: **UNITS SELECTED IN INCOME AND RENT DETERMINE POINTS FOR THE BONUS POINT CATEGORY**

Note: In order to qualify for any tax credits, a development must meet one of three minimum threshold occupancy tests. Either (i) at least 20% of the units must be rent-restricted and occupied by persons whose incomes are 50% or less of the area median income adjusted for family size (this is called the 20/50 test), (ii) at least 40% of the units must be rent-restricted and occupied by persons whose incomes are 60% or less of the area median income adjusted for family size (this is called the 40/60 test), or (iii) 40% or more of the units are both rent-restricted and occupied by persons whose income does not exceed the imputed income limitation designated in 10% increments between 20% to 80% of the AMI, and the average of the imputed income limitations collectively does not exceed 60% of the AMI (this is called the Average Income Test (AIT)). All occupancy tests are described in Section 42 of the IRC. Rent-and income-restricted units are known as low-income units. If you have more low-income units than required, you qualify for more credits. If you serve lower incomes than required, you receive more points under the ranking system.

a. Units Provided Per Household Type:

Income Levels

# of Units	% of Units	
0	0.00%	20% Area Median
0	0.00%	30% Area Median
2	2.86%	40% Area Median
0	0.00%	50% Area Median
66	94.29%	60% Area Median
0	0.00%	70% Area Median
2	2.86%	80% Area Median
0	0.00%	Market Units
70	100.00%	**Total**

Rent Levels

# of Units	% of Units	
0	0.00%	20% Area Median
0	0.00%	30% Area Median
2	2.86%	40% Area Median
0	0.00%	50% Area Median
66	94.29%	60% Area Median
0	0.00%	70% Area Median
2	2.86%	80% Area Median
0	0.00%	Market Units
70	100.00%	**Total**

b. Indicate that you are electing to receive points for the following deeper targets shown in the chart above and those targets will be reflected in the set-aside requirements within the Extended Use Agreement.

20-30% Levels FALSE 40% Levels TRUE 50% levels TRUE

c. The development plans to utilize average income testing.......... TRUE

2. Unit Mix Grid **FOR YOUR CONVENIENCE, COPY AND PASTE IS ALLOWED WITHIN UNIT MIX GRID**

In the following grid, add a row for each unique unit type planned within the development. Enter the appropriate data for both tax credit and market rate units.

TK **Architect of Record initial here that the information below is accurate per certification statement within this application.**

	Unit Type (Select One)	Rent Target (Select One)	Number of Units	# of Units 504 compliant	Net Rentable Square Feet	Monthly Rent Per Unit	Total Monthly Rent
Mix 1	1 BR - 1 Bath	40% AMI	1	1	698.00	$610.00	$610
Mix 2	1 BR - 1 Bath	60% AMI	52	6	698.00	$895.00	$46,540
Mix 3	1 BR - 1 Bath	80% AMI	1	1	698.00	$900.00	$900
Mix 4	2 BR - 1.5 Bath	40% AMI	1	1	923.00	$730.00	$730
Mix 5	2 BR - 1.5 Bath	60% AMI	13	2	923.00	$1,030.00	$13,390
Mix 6	2 BR - 1.5 Bath	60% AMI	1	0	1052.00	$1,030.00	$1,030
Mix 7	2 BR - 1.5 Bath	80% AMI	1	0	1052.00	$1,035.00	$1,035
Mix 8							$0

L. UNIT DETAILS

Mix 9							$0
Mix 10							$0
Mix 11							$0
Mix 12							$0
Mix 13							$0
Mix 14							$0
Mix 15							$0
Mix 16							$0
Mix 17							$0
Mix 18							$0
Mix 19							$0
Mix 20							$0
Mix 21							$0
Mix 22							$0
Mix 23							$0
Mix 24							$0
Mix 25							$0
Mix 26							$0
Mix 27							$0
Mix 28							$0
Mix 29							$0
Mix 30							$0
Mix 31							$0
Mix 32							$0
Mix 33							$0
Mix 34							$0
Mix 35							$0
Mix 36							$0
Mix 37							$0
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Mix 39							$0
Mix 40							$0
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Mix 42							$0
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Mix 44							$0
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Mix 47							$0
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Mix 49							$0
Mix 50							$0
Mix 51							$0
Mix 52							$0
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Mix 54							$0
Mix 55							$0
Mix 56							$0
Mix 57							$0
Mix 58							$0
Mix 59							$0
Mix 60							$0
Mix 61							$0
Mix 62							$0
Mix 63							$0

L. UNIT DETAILS

Mix 64							$0
Mix 65							$0
Mix 66							$0
Mix 67							$0
Mix 68							$0
Mix 69							$0
Mix 70							$0
Mix 71							$0
Mix 72							$0
Mix 73							$0
Mix 74							$0
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Mix 88							$0
Mix 89							$0
Mix 90							$0
Mix 91							$0
Mix 92							$0
Mix 93							$0
Mix 94							$0
Mix 95							$0
Mix 96							$0
Mix 97							$0
Mix 98							$0
Mix 99							$0
Mix 100							$0
TOTALS			70	11			$64,235

Total Units	**70**	**Net Rentable SF:**	**TC Units**	**52,718.00**
			MKT Units	**0.00**
			Total NR SF:	**52,718.00**

Floor Space Fraction (to 7 decimals)	**100.00000%**

M. OPERATING EXPENSES

			Use Whole Numbers Only!
Administrative:			
1. Advertising/Marketing			$2,450
2. Office Salaries			$0
3. Office Supplies			$24,500
4. Office/Model Apartment		(type)	$0
5. Management Fee			$43,559
6.00% of EGI	$622.27	Per Unit	
6. Manager Salaries			$52,000
7. Staff Unit (s)		(type)	$0
8. Legal			$3,100
9. Auditing			$6,000
10. Bookkeeping/Accounting Fees			$0
11. Telephone & Answering Service			$5,600
12. Tax Credit Monitoring Fee			$2,450
13. Miscellaneous Administrative			$0
Total Administrative			$139,659
Utilities			
14. Fuel Oil			$0
15. Electricity			$31,500
16. Water			$4,500
17. Gas			$0
18. Sewer			$6,000
Total Utility			$42,000
Operating:			
19. Janitor/Cleaning Payroll			$0
20. Janitor/Cleaning Supplies			$4,500
21. Janitor/Cleaning Contract			$2,225
22. Exterminating			$4,200
23. Trash Removal			$8,750
24. Security Payroll/Contract			$0
25. Grounds Payroll			$0
26. Grounds Supplies			$6,400
27. Grounds Contract			$3,575
28. Maintenance/Repairs Payroll			$52,000
29. Repairs/Material			$14,900
30. Repairs Contract			$8,000
31. Elevator Maintenance/Contract			$7,500
32. Heating/Cooling Repairs & Maintenance			$3,750
33. Pool Maintenance/Contract/Staff			$0
34. Snow Removal			$1,500
35. Decorating/Payroll/Contract			$0
36. Decorating Supplies			$2,950
37. Miscellaneous			$0
Totals Operating & Maintenance			$120,250
Taxes & Insurance			
38. Real Estate Taxes			$53,900

M. OPERATING EXPENSES

39.	Payroll Taxes		$7,748
40.	Miscellaneous Taxes/Licenses/Permits		$1,960
41.	Property & Liability Insurance	*$600 per unit*	$42,000
42.	Fidelity Bond		$0
43.	Workman's Compensation		$1,000
44.	Health Insurance & Employee Benefits		$10,052
45.	Other Insurance		$0
	Total Taxes & Insurance		$116,660
	Total Operating Expense		$418,569

Total Operating Expenses Per Unit $5,980

C. Total Operating Expenses as % of EGI 57.66%

Replacement Reserves (Total # Units X $300 or $250 New Const./Elderly Minimum) $21,000

Total Expenses $439,569

N. PROJECT BUDGET - HARD COSTS

Cost/Basis/Maximum Allowable Credit

Complete cost column and basis column(s) as appropriate

To select exclusion of allowable line items from Total Development Costs used in Cost limit calculations, select X in yellow box to the left.

Note: Attorney must opine, among other things, as to correctness of the inclusion of each cost item in eligible basis, type of credit and numerical calculations included in Project Budget.

Must Use Whole Numbers Only!

	Item	(A) Cost	Amount of Cost up to 100% Includable in Eligible Basis--Use Applicable Column(s): "30% Present Value Credit" (B) Acquisition	(C) Rehab/ New Construction	(D) "70 % Present Value Credit"
1.	**Contractor Cost**				
a.	Unit Structures (New)	10,996,232	0	10,996,232	0
b.	Unit Structures (Rehab)	0	0	0	0
c.	Non Residential Structures	0	0	0	0
d.	Commercial Space Costs	0	0	0	0
e.	Structured Parking Garage	0	0	0	0
	Total Structure	10,996,232	0	10,996,232	0
f.	Earthwork	750,000	0	750,000	0
g.	Site Utilities	425,000	0	425,000	0
h.	Renewable Energy	0	0	0	0
i.	Roads & Walks	430,000	0	430,000	0
j.	Site Improvements	125,000	0	125,000	0
k.	Lawns & Planting	120,000	0	120,000	0
l.	Engineering	0	0	0	0
m.	Off-Site Improvements	0	0	0	0
n.	Site Environmental Mitigation	0	0	0	0
o.	Demolition	0	0	0	0
p.	Site Work	0	0	0	0
q.	Hard Cost Contingency	732,235	0	732,235	0
	Total Land Improvements	2,582,235	0	2,582,235	0
	Total Structure and Land	13,578,467	0	13,578,467	0
r.	General Requirements	770,773	0	770,773	0
s.	Builder's Overhead	256,924	0	256,924	0
	(1.9% Contract)				
t.	Builder's Profit	770,773	0	770,773	0
	(5.7% Contract)				
u.	Bonds	0	0	0	0
v.	Building Permits	0	0	0	0
w.	Special Construction	0	0	0	0
x.	Special Equipment	0	0	0	0
y.	Other 1:	0	0	0	0
z.	Other 2:	0	0	0	0
aa.	Other 3:	0	0	0	0
	Contractor Costs	$15,376,937	$0	$15,376,937	$0

Construction cost per unit: ***$219,670.53***

MAXIMUM COMBINED GR, OVERHEAD & PROFIT = **$1,900,985**

ACTUAL COMBINED GR, OVERHEAD & PROFIT = **$1,798,470**

O. PROJECT BUDGET - OWNER COSTS

To select exclusion of allowable line items from Total Development Costs used in Cost limit calculations, select X in yellow box to the left.

MUST USE WHOLE NUMBERS ONLY!

Item	(A) Cost	Amount of Cost up to 100% Includable in Eligible Basis--Use Applicable Column(s): "30% Present Value Credit" (B) Acquisition	(C) Rehab/ New Construction	(D) "70 % Present Value Credit"
2. Owner Costs				
a. Building Permit	7,000	0	7,000	0
b. Architecture/Engineering Design Fee $6,429 /Unit)	450,000	0	450,000	0
c. Architecture Supervision Fee $286 /Unit)	20,000	0	20,000	0
d. Tap Fees	210,000	0	210,000	0
e. Environmental	35,000	0	35,000	0
f. Soil Borings	10,000	0	10,000	0
g. Green Building (Earthcraft, LEED, etc.)	35,000	0	35,000	0
h. Appraisal	9,000	0	9,000	0
i. Market Study	8,000	0	8,000	0
j. Site Engineering / Survey	150,325	0	150,325	0
k. Construction/Development Mgt	0	0	0	0
l. Structural/Mechanical Study	0	0	0	0
m. Construction Loan Origination Fee	178,200	0	178,200	0
n. Construction Interest (6.0% for 30 months)	933,761	0	743,373	0
o. Taxes During Construction	10,000	0	10,000	0
p. Insurance During Construction	73,000	0	73,000	0
q. Permanent Loan Fee (1.0%)	26,500			
r. Other Permanent Loan Fees	0			
s. Letter of Credit	0	0	0	0
t. Cost Certification Fee	15,000	0	15,000	0
u. Accounting	0	0	0	0
v. Title and Recording	100,000	0	75,000	0
w. Legal Fees for Closing	265,000	0	233,750	0
x. Mortgage Banker	0	0	0	0
y. Tax Credit Fee	73,170			
z. Tenant Relocation	0			
aa. Fixtures, Furnitures and Equipment	95,500	0	95,500	0
ab. Organization Costs	60,000			
ac. Operating Reserve	340,055			
ad. Soft Costs Contingency	0			
ae. Security	0	0	0	0
af. Utilities	0	0	0	0
ag. Supportive Service Reserves	0			
(1) Other* specify: Marketing	15,000	0	0	0
(2) Other* specify: Bond Issuance Costs	225,000	0	225,000	0
(3) Other* specify: Lease Up Reserve	88,000	0	0	0
(4) Other* specify:	0	0	0	0
(5) Other * specify:	0	0	0	0

O. PROJECT BUDGET - OWNER COSTS

(6) Other* specify:		0	0	0	0
(7) Other* specify:		0	0	0	0
(8) Other* specify:		0	0	0	0
(9) Other* specify:		0	0	0	0
Owner Costs Subtotal (Sum 2A..2(10))		$3,432,511	$0	$2,583,148	$0
Subtotal 1 + 2 (Owner + Contractor Costs)		$18,809,448	$0	$17,960,085	$0
3. Developer's Fees		1,866,806	0	1,866,806	0
4. Owner's Acquisition Costs					
Land		335,000			
Existing Improvements		0	0		
Subtotal 4:		$335,000	$0		
5. Total Development Costs					
Subtotal 1+2+3+4:		$21,011,254	$0	$19,826,891	$0

If this application seeks rehab credits only, in which there is no acquisition and no change in ownership, enter the greater of appraised value or tax assessment value here:

	$0	**Land**
(Provide documentation at **Tab E**)	$0	**Building**

Maximum Developer Fee: **$1,961,556**

Proposed Development's Cost per Sq Foot	$286	**Meets Limits**
Applicable Cost Limit by Square Foot:	$556	
Proposed Development's Cost per Unit	$295,375	**Meets Limits**
Applicable Cost Limit per Unit:	$589,015	

P. ELIGIBLE BASIS CALCULATION

Item	(A) Cost	Amount of Cost up to 100% Includable in Eligible Basis--Use Applicable Column(s): "30 % Present Value Credit" (B) Acquisition	"30 % Present Value Credit" (C) Rehab/ New Construction	(D) "70 % Present Value Credit"
1. Total Development Costs	21,011,254	0	19,826,891	0

		(B)	(C)	(D)
2.	Reductions in Eligible Basis			
	a. Amount of federal grant(s) used to finance qualifying development costs	0	0	0
	b. Amount of nonqualified, nonrecourse financing	0	0	0
	c. Costs of nonqualifying units of higher quality (or excess portion thereof)	0	0	0
	d. Historic Tax Credit (residential portion)	0	0	0
3.	**Total Eligible Basis (1 - 2 above)**	0	19,826,891	0
4.	**Adjustment(s) to Eligible Basis** (For non-acquisition costs in eligible basis)			
	a. For QCT or DDA (Eligible Basis x 30%)		5,948,067	0
	State Designated Basis Boosts:			
	b. For Revitalization or Supportive Housing (Eligible Basis x 30%)		0	0
	c. For Green Certification (Eligible Basis x 10%)			0
	Total Adjusted Eligible basis		25,774,958	0
5.	**Applicable Fraction**	100.00000%	100.00000%	100.00000%
6.	**Total Qualified Basis** (Eligible Basis x Applicable Fraction)	0	25,774,958	0
7.	**Applicable Percentage**	4.00%	4.00%	9.00%
8.	**Maximum Allowable Credit under IRC §42** (Qualified Basis x Applicable Percentage)	$0	$1,030,998	$0
	(Must be same as BIN total and equal to or less than credit amount allowed)		$1,030,998 Combined 30% & 70% P. V. Credit	

Q. SOURCES OF FUNDS

Action: Provide Documentation for all Funding Sources at **Tab T**

1. Construction Financing: List individually the sources of construction financing, including any such loans financed through grant sources:

	Source of Funds	Date of Application	Date of Commitment	Amount of Funds	Name of Contact Person
1.	PNC	05/12/26		$17,820,000	Todd Krumwiede - 630-251-6256
2.					
3.					
	Total Construction Funding:			$17,820,000	

2. Permanent Financing: List individually the sources of all permanent financing in order of lien position:

	Source of Funds	Date of Application	Date of Commitment	*(Whole Numbers only)* Amount of Funds	Annual Debt Service Cost	Interest Rate of Loan	Amortization Period IN YEARS	Term of Loan (years)
1.	PNC	5/12/2026		$2,650,000	$180,541	6.25%	40	15
2.	VHTF			$2,000,000	$60,000	3.00%	30	30
3.	HIEE			$1,901,012		0.00%	30	30
4.	HOME			$1,000,000		0.00%	30	30
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								
	Total Permanent Funding:			$7,551,012	$240,541			

3. Grants: List all grants provided for the development:

	Source of Funds	Date of Application	Date of Commitment	Amount of Funds	Name of Contact Person
1.					
2.					
3.					
4.					

Q. SOURCES OF FUNDS

5.					
6.					

Total Permanent Grants: $0

4. Subsidized Funding

	Source of Funds	Date of Commitment	Amount of Funds
1.			$0
2.			
3.			
4.			
5.			

Total Subsidized Funding $0

5. Recap of Federal, State, and Local Funds

Portions of the sources of funds described above for the development are financed directly or indirectly with Federal, State, or Local Government Funds. TRUE

If above is **True**, then list the amount of money involved by all appropriate types.

Below-Market Loans

TE: See Below For 50% Test Status

a.	Tax Exempt Bonds	$6,048,000
b.	RD 515	$0
c.	Section 221(d)(3)	$0
d.	Section 312	$0
e.	Section 236	$0
f.	Virginia Housing REACH Funds	$0
g.	HOME Funds	$1,000,000
h.	Choice Neighborhood	$0
i	National Housing Trust Fund	$0
j	Virginia Housing Trust Fund	$2,000,000
k	Other:	$1,901,012
	HIEE	
l	Other:	$0

Market-Rate Loans

a.	Taxable Bonds	$0
b.	Section 220	$0
c.	Section 221(d)(3)	$0
d.	Section 221(d)(4)	$0
e.	Section 236	$0
f.	Section 223(f)	$0
g.	Other:	$0

Grants*

a.	CDBG	$0
b.	UDAG	$0

Grants

c.	State	
d.	Local	
e.	Other:	

*This means grants to the partnership. If you received a loan financed by a locality which received one of the listed grants, please list it in the appropriate loan column as "other" and describe the applicable grant program which funded it.

6. For Transactions Using Tax-Exempt Bonds Seeking 4% Credits:

For purposes of the Bond Cliff Test, and based only on the data entered to this application, the portion of the aggregate basis of buildings and land financed with

Q. SOURCES OF FUNDS

tax-exempt funds is: **30.00%**

7. Some of the development's financing has credit enhancements. FALSE

If **True**, list which financing and describe the credit enhancement:

8. Other Subsidies **Action:** Provide documentation **(Tab Q)**

a. FALSE Real Estate Tax Abatement on the increase in the value of the development.

b. FALSE **New** project based subsidy from HUD or Rural Development or any other binding federal project based subsidy

0 Number of New PBV Vouchers

c. FALSE Other

9. A HUD approval for transfer of physical asset is required. FALSE

R. EQUITY

1. Equity

a. Portion of Syndication Proceeds Attributable to Historic Tax Credit

Amount of Federal historic credits	$0	x Equity $	$0.000	=	$0
Amount of Virginia historic credits	$0	x Equity $	$0.000	=	$0

b. Housing Opportunity Tax Credit Request (paired with 4% credit requests only)

i.	Requested Annual HOTC Credits	$816,000
ii.	10 Year HOTC Credit Amount	$8,160,000
iii.	Equity Dollars Per Credit	$0.550
iv.	Percent of ownership entity (repeated from 3b)	99.99000%
v.	HOTC Credit Net	$4,487,551

c. Equity that Sponsor will Fund:

i.	Cash Investment	$0	
ii.	Contributed Land/Building	$0	
iii.	Deferred Developer Fee	$724,712	(Note: Deferred Developer Fee cannot be negative.)
v.	Other:	$0	

ACTION: If Deferred Developer Fee is greater than 50% of overall Developer Fee, provide a cash flow statement showing payoff within 15 years at **TAB A.**

Equity Total $724,712

2. Equity Gap Calculation

a.	Total Development Cost		$21,011,254
b.	Total of Permanent Funding, Grants and Equity	-	$12,763,275
c.	Equity Gap		$8,247,979
d.	Developer Equity	-	$822
e.	Equity gap to be funded with low-income tax credit proceeds		$8,247,157

3. Syndication Information (If Applicable)

a. Actual or Anticipated Name of Syndicator: PNC Bank

Contact Person: Todd Krumwiede Phone: 630-251-6256

Street Address: 1 N. Franklin St., Ste 2100

City: Chicago State: Illinois Zip: 60606

b. Syndication Equity

i.	Anticipated Annual Credits	$1,030,998.00
ii.	Equity Dollars Per Credit (e.g., $0.85 per dollar of credit)	$0.800
iii.	Percent of ownership entity (e.g., 99% or 99.9%)	99.99000%
iv.	Syndication costs not included in Total Development Costs (e.g., advisory fees)	$0
v.	Net credit amount anticipated by user of credits	$1,030,895
vi.	Total to be paid by anticipated users of credit (e.g., limited partners)	$8,247,157

Action: Provide Syndicator's or Investor's signed Letter of Intent **(Mandatory at Tab C)**

4. Net Syndication Amount

Which will be used to pay for Total Development Costs: $8,247,157

5. Net Equity Factor

79.9999786438%

S. DETERMINATION OF RESERVATION AMOUNT NEEDED

The following calculation of the amount of credits needed is substantially the same as the calculation which will be made by Virginia Housing to determine, as required by the IRC, the amount of credits which may be allocated for the development. However, Virginia Housing at all times retains the right to substitute such information and assumptions as are determined by Virginia Housing to be reasonable for the information and assumptions provided herein as to costs (including development fees, profits, etc.), sources for funding, expected equity, etc. Accordingly, if the development is selected by Virginia Housing for a reservation of credits, the amount of such reservation may differ significantly from the amount you compute below.

1. Total Development Costs		$21,011,254
2. Less Total of Permanent Funding, Grants and Equity	-	$12,763,275
3. Equals Equity Gap		$8,247,979
4. Divided by Net Equity Factor (Percent of 10-year credit expected to be raised as equity investment)		79.9999786438%
5. Equals Ten-Year Credit Amount Needed to Fund Gap		$10,309,976
Divided by ten years		10
6. Equals Annual Tax Credit Required to Fund the Equity Gap		$1,030,998
7. Maximum Allowable Credit Amount (from Eligible Basis Calculation)		$1,030,998

8. Requested Credit Amount		For 30% PV Credit:	$1,030,998
		For 70% PV Credit:	$0
Credit per LI Units	$14,728.5429		
Credit per LI Bedroom	$11,988.3488	**Combined 30% & 70% PV Credit Requested**	**$1,030,998**

9. **Action:** Provide Attorney's Opinion using Virginia Housing template **(Mandatory Tab H)**

T. CASH FLOW

1. **Revenue**
Indicate the estimated monthly income for the **Low-Income Units** (based on Unit Details tab):

Total Monthly Rental Income for LIHTC Units		$64,235
Plus Other Income Source (list):	Tenant Charges, Laundry	$817
Equals Total Monthly Income:		$65,052
Twelve Months		x12
Equals Annual Gross Potential Income		$780,620
Less Vacancy Allowance	7.0%	$54,643
Equals Annual Effective Gross Income (EGI) - Low Income Units		$725,977

2. Indicate the estimated monthly income for the **Market Rate Units** (based on Unit Details tab):

Total Monthly Income for Market Rate Units:		$0
Plus Other Income Source (list):		$0
Equals Total Monthly Income:		$0
Twelve Months		x12
Equals Annual Gross Potential Income		$0
Less Vacancy Allowance	7.0%	$0
Equals Annual Effective Gross Income (EGI) - Market Rate Units		$0

Action: Provide documentation in support of Operating Budget **(TAB R)**

3. **Cash Flow (First Year)**

a.	Annual EGI Low-Income Units	$725,977
b.	Annual EGI Market Units	$0
c.	Total Effective Gross Income	$725,977
d.	Total Expenses	$439,569
e.	Net Operating Income	$286,408
f.	Total Annual Debt Service	$240,541
g.	Cash Flow Available for Distribution	$45,867

4. **Projections for Financial Feasibility - 15 Year Projections of Cash Flow**

	Stabilized Year 1	Year 2	Year 3	Year 4	Year 5
Eff. Gross Income	725,977	740,496	755,306	770,412	785,820
Less Oper. Expenses	439,569	452,756	466,339	480,329	494,739
Net Income	286,408	287,740	288,967	290,083	291,082
Less Debt Service	240,541	240,541	240,541	240,541	240,541
Cash Flow	45,867	47,199	48,426	49,542	50,541
Debt Coverage Ratio	1.19	1.20	1.20	1.21	1.21

	Year 6	Year 7	Year 8	Year 9	Year 10
Eff. Gross Income	801,537	817,568	833,919	850,597	867,609
Less Oper. Expenses	509,581	524,868	540,614	556,833	573,538
Net Income	291,956	292,699	293,305	293,764	294,071
Less Debt Service	240,541	240,541	240,541	240,541	240,541

T. CASH FLOW

Cash Flow	51,415	52,158	52,764	53,223	53,530
Debt Coverage Ratio	1.21	1.22	1.22	1.22	1.22

	Year 11	**Year 12**	**Year 13**	**Year 14**	**Year 15**
Eff. Gross Income	884,961	902,661	920,714	939,128	957,911
Less Oper. Expenses	590,744	608,466	626,720	645,522	664,888
Net Income	294,217	294,194	293,994	293,606	293,023
Less Debt Service	240,541	240,541	240,541	240,541	240,541
Cash Flow	53,676	53,653	53,453	53,065	52,482
Debt Coverage Ratio	1.22	1.22	1.22	1.22	1.22

Estimated Annual Percentage Increase in Revenue 2.00% (Must be $\leq$ 2%)

Estimated Annual Percentage Increase in Expenses 3.00% (Must be $\geq$ 3%)

U. Building-by-Building Information

Must Complete

Number of BINS: 1

Qualified basis must be determined on a building-by building basis. Complete the section below. Building street addresses are required by the IRS (must have them by the time of allocation request).

FOR YOUR CONVENIENCE, COPY AND PASTE IS ALLOWED WITHIN BUILDING GRID

Please help us with the process:
DO NOT use the CUT feature
DO NOT SKIP LINES BETWEEN BUILDINGS

Bldg #	BIN if known	NUMBER OF TAX CREDIT UNITS	NUMBER OF MARKET RATE UNITS	Street Address 1	Street Address 2	City	State	Zip	30% Present Value Credit for Acquisition: Estimate Qualified Basis	30% Present Value Credit for Acquisition: Actual or Anticipated In-Service Date	30% Present Value Credit for Acquisition: Applicable Percentage	30% Present Value Credit for Acquisition: Credit Amount	30% Present Value Credit for Rehab / New Construction: Estimate Qualified Basis	30% Present Value Credit for Rehab / New Construction: Actual or Anticipated In-Service Date	30% Present Value Credit for Rehab / New Construction: Applicable Percentage	30% Present Value Credit for Rehab / New Construction: Credit Amount	70% Present Value Credit: Estimate Qualified Basis	70% Present Value Credit: Actual or Anticipated In-Service Date	70% Present Value Credit: Applicable Percentage	70% Present Value Credit: Credit Amount
1.		70	0	West of the Banks St & Morton St Intersection		Franklin	VA	23851				$0	$25,774,958	10/01/28	4.00%	$1,030,998				$0
2.												$0				$0				$0
3.												$0				$0				$0
4.												$0				$0				$0
5.												$0				$0				$0
6.												$0				$0				$0
7.												$0				$0				$0
8.												$0				$0				$0
9.												$0				$0				$0
10.												$0				$0				$0
11.												$0				$0				$0
12.												$0				$0				$0
13.												$0				$0				$0
14.												$0				$0				$0
15.												$0				$0				$0
16.												$0				$0				$0
17.												$0				$0				$0
18.												$0				$0				$0
19.												$0				$0				$0
20.												$0				$0				$0
21.												$0				$0				$0
22.												$0				$0				$0
23.												$0				$0				$0
24.												$0				$0				$0
25.												$0				$0				$0
26.												$0				$0				$0
27.												$0				$0				$0
28.												$0				$0				$0
29.												$0				$0				$0
30.												$0				$0				$0
31.												$0				$0				$0
32.												$0				$0				$0
33.												$0				$0				$0
34.												$0				$0				$0
35.												$0				$0				$0
		70	0	If development has more than 35 buildings, contact Virginia Housing.																
				Totals from all buildings					$0			$0	$25,774,958			$1,030,998	$0			$0

Number of BINS: 1

V. STATEMENT OF OWNER

The undersigned hereby acknowledges the following:

1. that, to the best of its knowledge and belief, all factual information provided herein or in connection herewith is true and correct, and all estimates are reasonable.

2. that it will at all times indemnify and hold harmless Virginia Housing and its assigns against all losses, costs, damages, Virginia Housing's expenses, and liabilities of any nature directly or indirectly resulting from, arising out of, or relating to Virginia Housing's acceptance, consideration, approval, or disapproval of this reservation request and the issuance or nonissuance of an allocation of credits, grants and/or loan funds in connection herewith.

3. that points will be assigned only for representations made herein for which satisfactory documentation is submitted herewith and that no revised representations may be made in connection with this application once the deadline for applications has passed.

4. that this application form, provided by Virginia Housing to applicants for tax credits, including all sections herein relative to basis, credit calculations, and determination of the amount of the credit necessary to make the development financially feasible, is provided only for the convenience of Virginia Housing in reviewing reservation requests; that completion hereof in no way guarantees eligibility for the credits or ensures that the amount of credits applied for has been computed in accordance with IRC requirements; and that any notations herein describing IRC requirements are offered only as general guides and not as legal authority.

5. that the undersigned is responsible for ensuring that the proposed development will be comprised of qualified low-income buildings and that it will in all respects satisfy all applicable requirements of federal tax law and any other requirements imposed upon it by Virginia Housing prior to allocation, should one be issued.

6. that the undersigned commits to providing first preference to members of targeted populations having state rental assistance and will not impose any eligibility requirements or lease terms terms for such individuals that are more restrictive than its standard requirements and terms, the terms of the MOU establishing the target population, or the eligibility requirements for the state rental assistance.

7. that, for the purposes of reviewing this application, Virginia Housing is entitled to rely upon representations of the undersigned as to the inclusion of costs in eligible basis and as to all of the figures and calculations relative to the determination of qualified basis for the development as a whole and/or each building therein individually as well as the amounts and types of credit applicable thereof, but that the issuance of a reservation based on such representation in no way warrants their correctness or compliance with IRC requirements.

8. that Virginia Housing may request or require changes in the information submitted herewith, may substitute its own figures which it deems reasonable for any or all figures provided herein by the undersigned and may reserve credits, if any, in an amount significantly different from the amount requested.

9. that reservations of credits are not transferable without prior written approval by Virginia Housing at its sole discretion.

V. STATEMENT OF OWNER

10. that the requirements for applying for the credits and the terms of any reservation or allocation thereof are subject to change at any time by federal or state law, federal, state or Virginia Housing regulations, or other binding authority.

11. that reservations may be made subject to certain conditions to be satisfied prior to allocation and shall in all cases be contingent upon the receipt of a nonrefundable application fee of $1000 and a nonrefundable reservation fee equal to 7% of the annual credit amount reserved.

12. that a true, exact, and complete copy of this application, including all the supporting documentation enclosed herewith, has been provided to the tax attorney who has provided the required attorney's opinion accompanying this submission.

13. that the undersigned has provided a complete list of all residential real estate developments in which the general partner(s) has (have) or had a controlling ownership interest and, in the case of those projects allocated credits under Section 42 of the IRC, complete information on the status of compliance with Section 42 and an explanation of any noncompliance. The undersigned hereby authorizes the Housing Credit Agencies of states in which these projects are located to share compliance information with the Authority.

14. that any principal of undersigned has not participated in a planned foreclosure or Qualified Contract request in Virginia after January 1, 2019.

15. that undersigned agrees to provide disclosure to all tenants of the availability of Renter Education provided by Virginia Housing.

16. that undersigned waives the right to pursue a Qualified Contract on this development.

17. that the information in this application may be disseminated to others for purposes of verification or other purposes consistent with the Virginia Freedom of Information Act. However, all information will be maintained, used or disseminated in accordance with the Government Data Collection and Dissemination Practices Act. The undersigned may refuse to supply the information requested, however, such refusal will result in Virginia Housing's inability to process the application. The original or copy of this application may be retained by Virginia Housing, even if tax credits are not allocated to the undersigned.

In Witness Whereof, the undersigned, being authorized, has caused this document to be executed in its name on the date of this application set forth in DEV Info tab hereof.

Legal Name of Owner: Harrison Pointe Limited Partnership

By: [signature]

Its: Authorized Representative

(Title)

V. STATEMENT OF ARCHITECT

The architect signing this document is certifying that the development plans and specifications incorporate all Virginia Housing Minimum Design and Construction Requirements (MDCR), selected LIHTC enhancements and amenities, applicable building codes and accessibility requirements.

In Witness Whereof, the undersigned, being authorized, has caused this document to be executed in its name on the date of this application set forth in DEV Info tab hereof.

Legal Name of Architect:	Patrick Kelderhouse
Virginia License#:	0401021257
Architecture Firm or Company:	Hooker DeJong, Inc.

By: ______________________

Its: Senior Lead Project Architect
(Title)

"Certify / Certification": A statement of the Architect's opinion or intention, based on his or her observation of conditions, to the best of the Architect's professional knowledge, information and belief. Such statement of opinion or intentions does not constitute a warranty, either express or implied. It is understood that the Architect's certification shall not relieve the Client or the Client's Contractors of any responsibility or obligation they may have by industry custom or under any contract.

Initials by Architect are also required on the following Tabs: Enhancement, Special Housing Needs and Unit Details.

V. Previous Participation Certification

Development Name: Harrison Pointe

Name of Applicant (entity): Harrison Pointe Limited Partnership

The undersigned, being duly authorized to sign on behalf of the Applicant, provide this Certification with the understanding that Virginia Housing intends to rely upon the statements made herein for the purpose of awarding and allocating federal low-income housing tax credits.

The following terms shall be defined as follows *for the purpose of this Certification only* :

- “Principal” has the same meaning as defined within the QAP, but as applied to each specific property referenced within this Certification, it excludes individuals and entities whose ownership interest is solely vested in limited partnership interests of the ownership entity.

- “Participant” means all Principals of the Owner who are required to be individually listed within **the organizational chart attached hereto**.

1. All the statements made within this Certification are true, complete and correct to the best of my knowledge and belief and are made in good faith, including the data contained within the organizational charts and any statements attached to this Certification, and I will immediately alert Virginia Housing should I become aware of any information prior to the application deadline which may render my statements herein false or misleading.

2. During any time within the past ten (10) years that any of the Participants were Principals in any multifamily rental property, no mortgagee of any such property declared a default under its mortgage loan or assigned it to the mortgage insurer (governmental or private); no such property was foreclosed upon or dispossessed pursuant to a deed-in-lieu of foreclosure; and no such property received mortgage relief from the mortgagee. For purposes of this statement, "declared a default" refers only to final notices of default issued after the exhaustion of all applicable notice and cure rights.

3. During any time within the last ten (10) years that any of the Participants were a Principal in an owner of multifamily rental property, no such owner was determined to have breached any agreement related to the construction or rehabilitation, use, operation, management or disposition of the property, including removal from a partnership or limited liability company. For the purposes of this statement, "determined to have breached" refers only to determinations made by an independent third-party arbiter or court of law following the expiration of all applicable notice and cure periods and excludes default judgments that have been fully satisfied.

4. No Participant listed in this Certification has been required to turn control of a property over to an investor or been otherwise involuntarily removed as a general partner from the ownership of a multifamily rental property within the past ten (10) years.

5. There are no unresolved material findings of noncompliance resulting from any audits, management reviews, or other governmental investigations performed by (or on behalf of) any state or federal entity, concerning any multifamily rental property in which any of the Participants were Principals at the time of such finding. For the purposes of this statement, a finding is considered resolved if either (a) the state or federal entity issuing the finding has determined that no further action is required to remedy the finding; or (b) the Participant (or entity in which it is a Principal) has entered into a binding agreement with the applicable state or federal entity to address such finding(s) and the Applicant has included with this Certification a copy of such agreement accompanied by a written statement from the state or federal entity verifying that such agreement is not in default and is reasonably expected to be satisfied within (90) days. Any such statement must be addressed to Virginia Housing and dated no more than thirty (30) days prior to submission of the Application.

6. During the past ten (10) years, no Participants were Principals in any multifamily rental property for which payments under any state or federal assistance contract were suspended or terminated. For the purposes of this statement, suspensions and terminations do not include those caused solely by actions or inactions of the state or federal agency, like funding shortages, technical issues, or administrative delays, where the Principals were not at fault.

7. None of the Participants have been convicted of a felony and none are presently the subject of a complaint of indictment charging a felony. A felony is defined as any offense punishable by imprisonment for a term exceeding one year, but does not include any offense classified as a misdemeanor under the laws of a state and punishable by imprisonment of two years or less.

8. No Participant has been suspended, debarred, or otherwise restricted by any federal or state entity from participating in housing programs administered by such entity due to programmatic noncompliance on the part of either the Participant or an entity in which the Participant was a Principal.

9. During the past ten (10) years, (a) no Participant has been the subject of a claim under an employee fidelity bond; and (b) while any Participant was a Principal in an owner of multifamily rental property, no Participant or such related owner defaulted on any obligation secured by a letter of credit or surety or performance bond. For the purposes of this statement, "defaulted" refers only to events where funds were paid by the issuer of a letter of credit or surety or performance bond.

10. No Participant is a Virginia Housing employee or a member of the immediate household of any Virginia Housing employee.

11. No Participant currently holds an ownership interest in a multifamily rental property where construction has stopped for more than 20 consecutive days, unless the stoppage:

(a) resulted from events beyond the reasonable control of the property owner that also caused similar delays in comparable projects in the surrounding area (e.g. natural disasters, labor strikes, pandemics, or government-imposed work stoppages); or

(b) solely involves work neither contractually required as a condition of tax credit allocation nor required prior to placing in service all residential buildings within such project.

Additionally, no Participant currently holds an ownership interest in a multifamily rental property assisted by a federal or state governmental entity and that has been substantially complete for more than 90 days without the required closing documents (such as the final cost certification) being filed, unless the delay is solely attributable to the governmental entity and not to the property owner or its agents.

12. No court of competent jurisdiction or other federal or state governmental entity has found any Participant to be in violation of any applicable civil rights, fair housing, or equal employment opportunity laws or regulations.

13. During the past ten (10) years, no Participant was a Principal in any multifamily rental property found by a court of competent jurisdiction or other federal or state governmental entity to have failed to comply with Section 42 of the Internal Revenue Code of 1986, as amended (this statement does not refer to 8823s deemed corrected by the issuing agency).

14. No Participants are currently named as a defendant in a civil lawsuit relating to their ownership or other participation in a multi-family housing development where the amount of damages sought by the plaintiffs against the Participants relates to such ownership or participation and is for an amount greater than One Million Dollars ($1,000,000).

15. No Participant has pursued a Qualified Contract or planned foreclosure in Virginia after January 1, 2019.

Statements above (if any) to which I cannot certify have been deleted by striking through the words. In the case of any such deletion and failure to certify, I have attached the following, which if not provided will automatically disqualify this Application from consideration:

A. Supporting documentation sufficient to both outline the relevant facts and circumstances that necessitated each deletion and to explain why such deletion(s) should not result in disqualification; and

B. A draft of Virginia Housing's form Right of First Refusal, which the Applicant commits to properly execute and record as a condition of any reservation or allocation of low-income housing tax credits made with regard to the Development named above.

Any material misrepresentations or omissions made on this form are grounds for rejection of this Application, forfeiture of any credits awarded with connection with this Application, and prohibition against the submission of future applications.

Signature

David Cooper, Jr.

Printed Name

5/8/2026

Date (no more than 30 days prior to submission of the Application)

W. LIHTC SELF SCORE SHEET

Self Scoring Process

This Self Scoring Process is intended to provide you with an estimate of your application's score based on the information included within the reservation application. Other items, denoted below in the yellow shaded cells, are typically evaluated by Virginia Housing's staff during the application review and feasibility process. For purposes of self scoring, we have made certain assumptions about your application. Edit the appropriate responses (Y or N) in the yellow shaded cells, if applicable. Items 5f and 5g require a numeric value to be entered.

Please remember that this score is only an estimate. Virginia Housing reserves the right to change application data and/or score sheet responses where appropriate, which may change the final score.

MANDATORY ITEMS:	Included		Score
a. Signed, completed application with attached tabs in PDF format	Y	Y or N	0
b. Active Excel copy of application	Y	Y or N	0
c. Partnership agreement	Y	Y or N	0
d. SCC Certification	Y	Y or N	0
e. Previous participation form	Y	Y or N	0
f. Site control document	Y	Y or N	0
g. RESNET Certification	Y	Y or N	0
h. Attorney's opinion	Y	Y or N	0
i. Nonprofit questionnaire (if applicable)	Y	Y, N, N/A	0
j. Appraisal	Y	Y or N	0
k. Zoning document	Y	Y or N	0
l. Plans and Specifications	Y	Y or N	0
Total:			0.00

1. READINESS:			
a. Virginia Housing notification letter to CEO (via Locality Notification Information App)	Y	0 or -50	0.00
b. Local CEO Opposition Letter	N	0 or -25	0.00
c. Plan of development	N	0 to 10	0.00
d. Location in a revitalization area based on Qualified Census Tract	Y	0 or 10	10.00
or e. Location in a revitalization area with resolution or by locality	N	0 or 15	0.00
or f. Location in a Opportunity Zone	N	0 or 15	0.00
g. Location in a Medium to High level Economic Development Jurisdiction	N	0 or 5	0.00
h. Location on land owned by Tribal Nation	N	0 or 15	0.00
Total:			10.00

2. HOUSING NEEDS CHARACTERISTICS:			
a. Sec 8 or PHA waiting list preference	N	0 or up to 5	0.00
b. Existing RD, HUD Section 8 or 236 program	N	0 or 20	0.00
c. Subsidized funding commitments	0.00%	Up to 60	0.00
d. Tax abatement on increase of property's value	N	0 or 5	0.00
e. New project based rental subsidy) in Northern Virginia or New Construction pool	N	up to 40	0.00
f. Census tract with <12% poverty rate	0%	0, 20, 25 or 30	0.00
g. Development provided priority letter from Rural Development	N	0 or 15	0.00
h. Dev. located in area with increasing rent burdened population	N	Up to 20	0.00
Total:			0.00

3. DEVELOPMENT CHARACTERISTICS:			
a. Enhancements (See calculations below)			40.00
b. <removed for 2026>			0.00
c. HUD 504 accessibility for 10% of units	N	0 or 20	0.00
d. Proximity to public transportation	N	0, 10 or 20	0.00
e. Development will be Green Certified	Y	0 or 10	10.00
f. Units constructed to meet Virginia Housing's Universal Design standards	0%	Up to 15	0.00
g. Developments with less than 100 low income units	Y	up to 20	12.00
h. Historic Structure eligible for Historic Rehab Credits	N	0 or 5	0.00
i. Meets Target Population Development Characteristics	N	0 or 10	0.00
Total:			62.00

4. TENANT POPULATION CHARACTERISTICS:

Locality AMI	State AMI
$97,000	$78,100

a.	Less than or equal to 20% of units having 1 or less bedrooms	N	0 or 15	0.00
b.	<plus> Percent of Low Income units with 3 or more bedrooms	0.00%	Up to 15	0.00
c.	Units with rent and income at or below 30% of AMI and are not subsidized (up to 10% of LI units)	0.00%	Up to 10	0.00
d.	Units with rents at or below 40% of AMI (up to 10% of LI units)	2.86%	Up to 10	2.86
e.	Units in Higher Income Jurisdictions with rent and income at or below 50% of AMI	2.86%	Up to 50	2.86
f.	Units in Higher Income Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI	2.86%	Up to 25	0.00
or g.	Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI	2.86%	Up to 50	0.00
	Total:			5.72

5. SPONSOR CHARACTERISTICS:

a.	<QAP change - removed for 2026 cycle>	N		0.00
b.	Veteran Small Business Principal owner 25% or greater	N	0 or 30	30.00
c.	Developer experience - uncorrected life threatening hazard	N	0 or -50	0.00
d.	Developer experience - noncompliance	N	0 or -15	0.00
e.	Developer experience - did not build as represented (per occurrence)	0	0 or -2x	0.00
f.	Developer experience - failure to provide minimum building requirements (per occurence)	0	0 or -50 per item	0.00
g.	Developer experience - termination of credits by Virginia Housing	N	0 or -10	0.00
h.	Developer experience - exceeds cost limits at certification	N	0 or -50	0.00
i.	Developer experience - more than 2 requests for Final Inspection	0	0 or -5 per item	0.00
j.	Management company rated unsatisfactory	N	0 or -25	0.00
	Total:			30.00

6. EFFICIENT USE OF RESOURCES:

a.	Credit per unit		Up to 100	44.50
	Total:			44.50

7. BONUS POINTS:

a.	Extended Use Restriction beyond 15 year compliance period	35 Years	40 or 70	70.00
or b.	Nonprofit or LHA purchase option/ ROFR	N	0 or 60	0.00
or c.	Nonprofit or LHA Home Ownership option	N	0 or 5	0.00
d.	Combined 9% and 4% Tax Exempt Bond Site Plan	N	10 or 15	0.00
e.	RAD or PHA Conversion participation and competing in Local Housing Authority pool	N	0 or 10	0.00
f.	Team member with Veteran Owned Small Business Certification	Y	up to 10	5.00
g.	Commitment to electronic payment of fees	Y	0 or 5	5.00
h.	Zero Ready or Passive House certification from prior allocation	N	0, 10 or 20	0.00
	Total:			80.00

300 Point Threshold - all 9% Tax Credits

200 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: 232.22

Enhancements:

All units have:	Max Pts	Score
a. Community Room	5	5.00
b. Exterior walls constructed with brick and other low maintenance materials	40	20.00
c. LED Kitchen Light Fixtures	2	2.00
d. Cooking surfaces equipped with fire suppression features	2	2.00
e. Bath Fan - Delayed timer or continuous exhaust	3	0.00
f. Baths equipped with humidistat	3	3.00
g. Watersense labeled faucets, toilets and showerheads (without Green Certfication)	3	0.00
h. Rehab only: new infrastructure for high speed internet/broadband	5	0.00
i. Each unit provided free individual high speed internet access	15	0.00
j. USB in kitchen, living room and all bedrooms	1	1.00
k. Rehab only: dedicated space to accept permanent dehumidification system	2	0.00
l. Provides Permanently installed dehumidification system	5	5.00
m. All interior doors within units are solid core	3	0.00
n. Installation of Renewable Energy Electric system	10	0.00

o. New Construction: Balcony or patio	4	0.00
		38.00
All elderly units have:		
p. Front-control ranges	1	0.00
q. Independent/suppl. heat source	1	0.00
r. Two eye viewers	1	0.00
s. Shelf or Ledge at entrance within interior hallway	2	2.00
		2.00
	Total amenities:	**40.00**

X. Development Summary

Summary Information **2026 Low-Income Housing Tax Credit Application For Reservation**

Deal Name:	**Harrison Pointe**

Cycle Type:	4% Tax Exempt Bonds Credits	**Requested Credit Amount:**	$1,030,998	
Allocation Type:	New Construction	**Jurisdiction:**	Franklin City	
Total Units	70	**Population Target:**	Elderly	**Total Score**
Total LI Units	70			**232.22**
Project Gross Sq Ft:	72,402.00	**Owner Contact:**	Gregory Mustric	
Green Certified?	TRUE			

Source of Funds	Amount	Per Unit	Per Sq Ft	Annual Debt Service
Permanent Financing	$7,551,012	$107,872	$104	$240,541
Grants	$0	$0		
Subsidized Funding	$0	$0		

Uses of Funds - Actual Costs				
Type of Uses	**Amount**	**Per Unit**	**Sq Ft**	**% of TDC**
Improvements	$13,578,467	$193,978	$188	64.62%
General Req/Overhead/Profit	$1,798,470	$25,692	$25	8.56%
Other Contract Costs	$0	$0	$0	0.00%
Owner Costs	$3,432,511	$49,036	$47	16.34%
Acquisition	$335,000	$4,786	$5	1.59%
Developer Fee	$1,866,806	$26,669	$26	8.88%
Total Uses	**$21,011,254**	$300,161		

Total Development Costs	
Total Improvements	$18,809,448
Land Acquisition	$335,000
Developer Fee	$1,866,806
Total Development Costs	**$21,011,254**

Proposed Cost Limit/Sq Ft:	$286
Applicable Cost Limit/Sq Ft:	$556
Proposed Cost Limit/Unit:	$295,375
Applicable Cost Limit/Unit:	$589,015

Income		
Gross Potential Income - LI Units		$780,620
Gross Potential Income - Mkt Units		$0
Subtotal		$780,620
Less Vacancy %	7.00%	$54,643
Effective Gross Income		$725,977

Rental Assistance? FALSE

Unit Breakdown	
# of Eff	0
# of 1BR	54
# of 2BR	16
# of 3BR	0
# of 4+ BR	0
Total Units	70

Expenses		
Category	**Total**	**Per Unit**
Administrative	$139,659	$1,995
Utilities	$42,000	$600
Operating & Maintenance	$120,250	$1,718
Taxes & Insurance	$116,660	$1,667
Total Operating Expenses	$418,569	$5,980
Replacement Reserves	$21,000	$300
Total Expenses	$439,569	$6,280

	Income Levels	Rent Levels
	# of Units	# of Units
<=30% AMI	0	0
40% AMI	2	2
50% AMI	0	0
60% AMI	66	66
>60% AMI	2	2
Market	0	0

Cash Flow	
EGI	$725,977
Total Expenses	$439,569
Net Income	$286,408
Debt Service	$240,541
Debt Coverage Ratio (YR1):	1.19

Income Averaging? TRUE

Extended Use Restriction? 50

Y. Efficient Use of Resources

If the Combined Max Allowable Credits is $500,000 and the annual credit requested is $200,000, you are providing a 60% savings for the program. This deal would receive all 100 credit points.

For another example, the annual credit requested is $300,000 or a 40% savings for the program. Using a sliding scale, the credit points would be calculated by the difference between your savings and the desired 60% savings. Your savings divided by the goal of 60% times the max points of 100. In this example, (40%/60%) x 100 or 66.67 points.

Tax Exempt Deals are granted a starting point value greater than zero to allow for the nature of these deals.

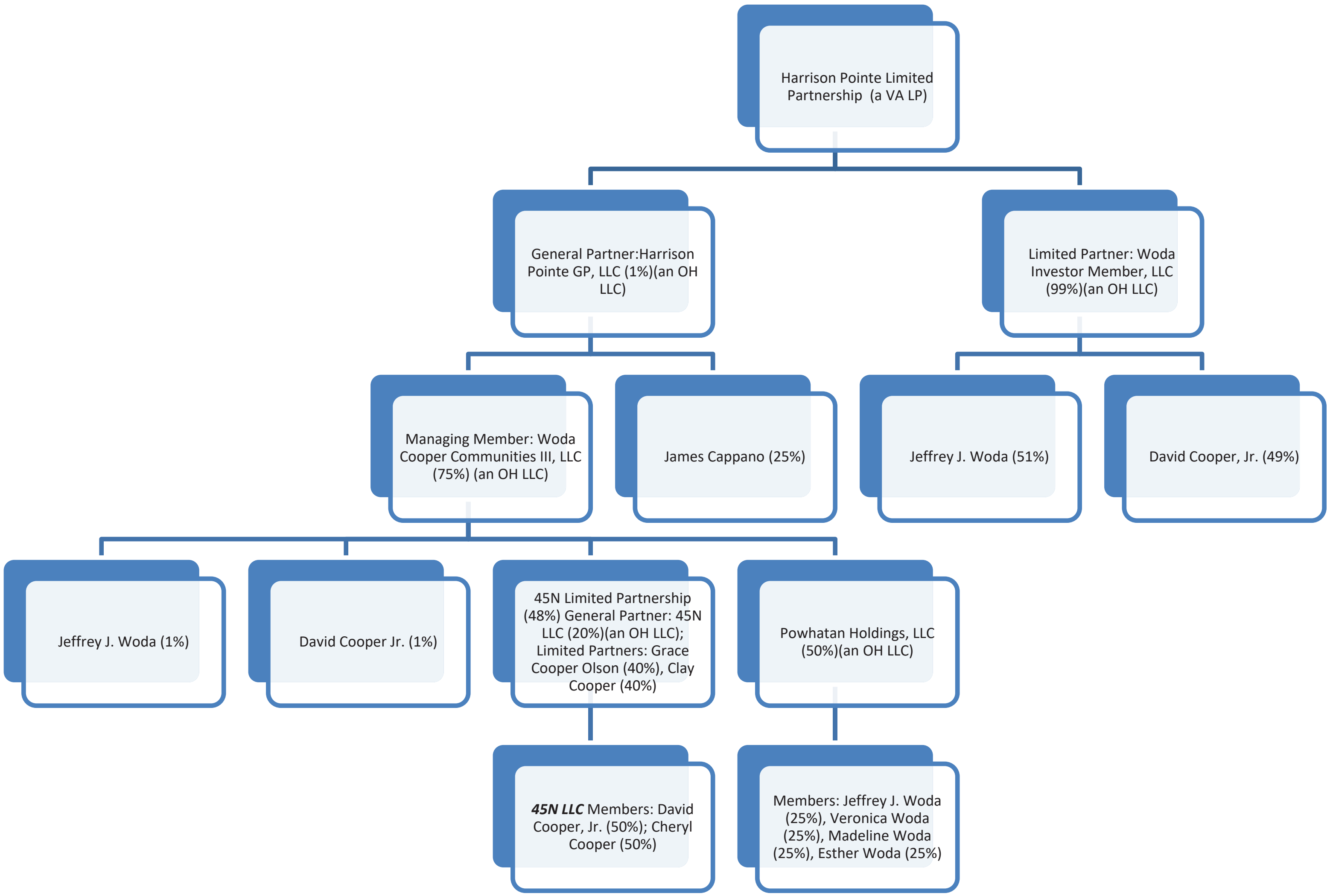
Combined Max	$1,030,998
Credit Requested	$1,030,998
% of Savings	0.00%
Sliding Scale Points	44.5

Tab A:

Partnership or Operating Agreement, including
Org Chart with percentages of ownership interest

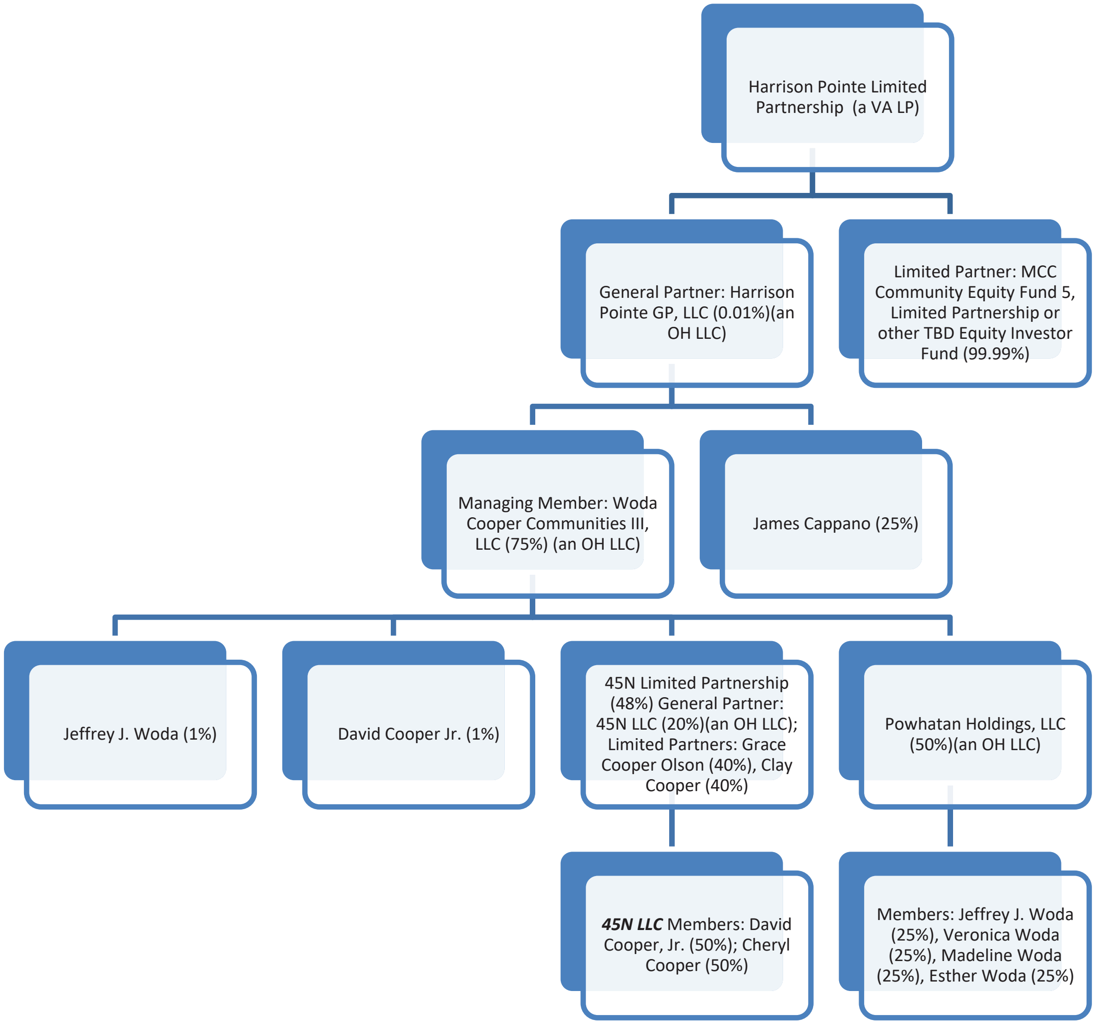
Harrison Pointe Limited Partnership

Organizational Structure Pre Equity



Harrison Pointe Limited Partnership

Organizational Structure Post Equity



Tab B:

Virginia State Corporation Commission Certification
(MANDATORY)

Commonwealth of Virginia

STATE CORPORATION COMMISSION

Richmond, March 25, 2026

This is to certify that the certificate of limited partnership of

Harrison Pointe Limited Partnership

was this day admitted to record in this office and that the said limited partnership is authorized to transact its business subject to all Virginia laws applicable to the limited partnership and its business.

Effective date: March 25, 2026

STATE CORPORATION COMMISSION
Attest:

Clerk of the Commission

Tab C:

Syndicator's or Investor's Letter of Intent
(MANDATORY)

PNC REAL ESTATE

May 14, 2026

Garrett LeDonne
Woda Cooper Companies, Inc.
500 S. Front St., 10th Floor
Columbus, OH 43215

Re: Harrison Pointe Limited Partnership (the "Partnership")
Harrison Pointe (the "Property")

Dear Garrett:

Thank you for the opportunity to present this letter of interest to make an equity investment in your Partnership, subject to completion of PNC's underwriting and approval process. This letter of intent outlines certain terms and conditions that would be the basis of a partnership agreement (the "Partnership Agreement"), to be entered into among the general partner(s) listed below, an equity fund sponsored by PNC Bank, National Association ("PNC") or PNC directly, as the limited partner (the "Limited Partner") and a corporation affiliated with PNC as the special limited partner (the "Special Limited Partner").

Based on the information you provided to us, we have prepared this letter of intent under the following terms and assumptions:

1. TRANSACTION PARTICIPANTS

Partners

General Partner Interests	0.01%	Harrison Pointe GP, LLC (a single purpose for-profit entity) (the "General Partner")
Limited Partner Interests	99.99%	PNC or an affiliate
	100.00%	

Other Participants

Developer:	Woda Cooper Development, Inc.
Property Manager:	Woda Management & Real Estate, LLC
Contractor:	Woda Construction, Inc.
Guarantor(s):	Woda Cooper Companies, Inc.

Property

The property will have 70 apartment units and will be located in Franklin, Independent City, VA. The total development costs for the project are estimated to be $21,011,254. The property will have 42 tax credit units and will include a central laundry, leasing office, and community room.

2. PARTNERSHIP FEDERAL TAX CREDITS

	NEW CONSTRUCTION
Annual Tax Credit Reservation	$1,030,998
Assumed Tax Credit Rate	4.00%
Tax Credit Rate Locked at Admission	Yes
130% Basis Increase	$5,948,067
Total Qualified Basis	$25,774,958

3. PROJECT TIMING AND TAX CREDIT DELIVERY

KEY PROJECT BENCHMARKS	ESTIMATED DATE
Limited Partner Admission	July 2027
Construction Start	July 2027
Construction Completion	October 2028
Leasing Start	October 2028
Leasing Completion	February 2029
Mortgage Loan Commencement	May 2029
Receipt of State Designation (form 8609(s))	August 2029

YEAR	TAX CREDITS
2028	$515,448
2029-2037	$1,030,895
2038	$515,447

Total Annual State Housing Credit	$816,000

4. LIMITED PARTNER CAPITAL CONTRIBUTIONS

If PNC's review committee ("Committee") approves the equity investment in the Partnership, execution of the Partnership Agreement and the admission of PNC and the Special Limited Partner will occur no sooner than ten (10) business days following the approval.

	Capital Contribution	Tax Credit Price
Low Income Housing Tax Credit	$8,247,157	80.00%
State Housing Tax Credit	$4,488,000	55.00%

Each installment would be due within ten (10) business days of PNC's receipt and approval of documentation evidencing the satisfaction of the conditions to such installment(s) and to all previous installment(s) as follows:

Installment	Condition	Anticipated Payment	% of Total ILP Capital
FIRST	Admission	$1,272,716	10.00%
SECOND	Completion	$10,188,127	80.00%
THIRD	Stabilization	$636,758	5.00%

FOURTH	8609s	$636,758	5.00%

5. DUE DILIGENCE AND TERMINATION

During the due diligence period, PNC will conduct a due diligence review and negotiate with the General Partner(s), in good faith, the terms and provisions of mutually acceptable legal documentation. The due diligence review will include, without limitation, the verification of factual representations made by the General Partner(s), a review of the property and Partnership documents, a site visit and an evaluation of the following: the experience and expertise of the General Partner(s), General Contractor, architect and Property Manager; the financial condition of the Guarantor(s); property area market; an appraisal of the property; a zoning report; the construction schedule; the total development budget; the residual potential of the property; property title, title insurance and available endorsements; capital account analysis; Phase I environmental assessment and all subsequent environmental reports; and other relevant factors. PNC may also commission consultants to perform market analysis, construction, insurance, and environmental reviews.

The price and terms included in this letter of intent are premised upon the information provided by the General Partner(s) and the admission of PNC to the Partnership as a limited partner by the end of the month of admission projected in Section 3 herein and are subject to the completion of the due diligence review and approval of the transaction by PNC's investment committee ("IC"). If, at any time, any event occurs and becomes known to the General Partner(s) which causes the assumptions and statements contained herein to be untrue or misleading, the General Partner(s) agrees to immediately notify PNC of the event(s) and will provide information which will correct the assumptions and/or statements.

The General Partner(s) and PNC acknowledge that, except as specifically set forth in this Section 5 - Due Diligence and Termination, no legally enforceable relationship shall exist between General Partner(s) and PNC unless and until IC shall have approved the proposed transaction and the parties shall have executed the Partnership Agreement and any other required transaction and financing documents. PNC reserves the right, at its option, to decline the proposed transaction or to propose new terms upon which a transaction could be approved at any time during the due diligence period.

Sincerely:

PNC Bank, National Association

Date: **05/14/2026**

Todd Krumwiede
Senior Vice President - Originations

Agreed to and accepted:

5/15/2026

Jeffrey Woda

Tab D:

Any Supporting Documentation related to List of LIHTC Developments (Schedule A)

NOT APPLICABLE

Tab E:

Site Control Documentation & Most Recent Real Estate Tax Assessment (MANDATORY)

AMENDED AND RESTATED PURCHASE AGREEMENT

THIS AMENDED AND RESTATED PURCHASE AGREEMENT ("**Agreement**") is made and entered into this 12th_ day of April, 2026, by and between the **Franklin Redevelopment and Housing Authority**, whose tax mailing address is 1343 Armory Drive, Franklin, VA 23851 (hereinafter referred to as the "**Seller**"); and **Harrison Pointe Limited Partnership**, whose tax mailing address is 500 S. Front Street, 10th Floor, Columbus, OH 43215 (hereinafter referred to as the "**Buyer**").

BACKGROUND

A. Seller is the owner of real property consisting of 5.604 +/- acres more or less; with the city assigned parcel identification number of: 154-83-B2; approximately located west of the intersection of Banks Street and Morton Street, Franklin, VA 23851; and as generally depicted on Exhibit A attached hereto (hereinafter referred to as the "**Property**").

B. Buyer and Seller previously entered into a Purchase Agreement (the "**Original Agreement**") on March 25, 2026.

C. Buyer and Seller agree to amend and restate the Original Agreement and provide for this Agreement to supersede the Original Agreement in its entirety.

AGREEMENT

For valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. The purchase price for the Property shall be Three Hundred Thirty-Five Thousand and no/100 Dollars ($335,000.00) (the "**Purchase Price**").

2. Buyer shall deposit with Gatehouse Title Agency, LLC (10175 Little Patuxent Parkway, Suite 900, Columbia, MD 21044; Attn: Jennifer Zatkowski) (the "**Title Agent**"), One Thousand and no/100 Dollars ($1,000.00) (the "**Initial Earnest Deposit**") within fifteen (15) business days of the full execution of this Agreement. The Initial Earnest Deposit will become nonrefundable on November 30, 2026. The Initial Earnest Deposit, and all subsequent earnest deposits (collectively referred to as the "**Earnest Deposits**") shall be credited towards the Purchase Price at Closing (as defined hereinafter).

3. At Closing, Buyer shall pay the Purchase Price to Seller in cash or other immediately available funds less the amount of the Earnest Deposits released to Seller and subject to customary pro rations. At Closing, Seller shall deliver a transferable, recordable, general warranty deed to Buyer, or its assignee. The general warranty deed shall be prepared by Seller. Closing shall occur on or before July 31, 2027 (the "**Closing**").

4. Buyer shall have two (2) options to extend Closing under this Agreement for an additional sixty (60) days per option by notifying Seller as specified in Paragraph 12 and delivering to Title Agent an additional earnest deposit of Ten Thousand and no/100 Dollars ($10,000.00) (each a "**Subsequent Earnest Deposit**") for each extension. Any Subsequent Earnest Deposits shall become immediately non-refundable and shall be credited to the Purchase Price at Closing.

5. Buyer may have to perform a Part 58 National Environmental Policy Act review ("**NEPA**") as a result of the financing Buyer obtains for its development. If the NEPA review has not been completed and Buyer has exhausted all of its options to extend Closing in paragraph 4 above, Buyer may extend Closing for up to an additional ninety (90) days to allow for the completion of the NEPA review by notifying Seller as specified in Paragraph 12 and delivering to Title Agent an additional Fifteen Thousand and no/100 Dollars ($15,000.00) ("**NEPA Extension Deposit**") prior to the extended Closing date. The NEPA Extension may only be exercised if a NEPA review is required by one of Buyer's funding sources and if Buyer has pursued the same with commercially reasonable effort. The NEPA Extension Deposit shall be non-refundable and shall be credited to the Purchase Price at Closing.

6. Title to the Property shall be free and clear of all liens and encumbrances other than those that do not unreasonably interfere with Buyer's intended development of the Property, as determined by Buyer in its sole discretion. Buyer shall obtain a title insurance commitment for the Property, and if any exception noted therein is unacceptable to Buyer, Buyer shall notify Seller in writing, and Seller shall then have thirty (30) calendar days from the notice date to cure such unacceptable exception. If Seller fails to cure any exception objected to by Buyer within such 30-day period and fails to provide evidence to Buyer of such cure acceptable to Buyer in its reasonable discretion, then Buyer shall have the right to terminate this Agreement by written notice to Seller and the Earnest Deposit shall be returned to Buyer.

7. Buyer's obligation to purchase the Property shall be subject to and contingent upon satisfaction to Buyer, at Buyer's sole cost and expense and in Buyer's sole discretion of the following contingencies on or before the Closing date:

   a. Buyer determining that it can obtain all governmental approvals necessary or desirable for the construction of the housing units and all related amenities on the Property.

   b. Buyer determining that the Property is in compliance with the lender and investor environmental requirements.

   c. Buyer completing due diligence on the site and market review to its satisfaction.

   d. Buyer obtaining acceptable zoning approvals for the planned number of units and acceptable site plan approval by the appropriate government entity or entities.

e. Buyer receiving a resolution from the local government supporting the development within a revitalization area.

f. Buyer determining that development of Property for Buyer's intended use is economically feasible.

g. Buyer determining that the environmental remediation plan and costs associated with environmental reports are acceptable.

h. Buyer receiving all necessary financing, including but not limited to a final reservation of Section 42 tax credits from Virginia Housing ("**VH**").

8. If the contingencies in paragraph 7 above are not satisfied or waived by Buyer, then Buyer shall have sole and absolute right to terminate this Agreement by written notice to Seller. Upon termination, all deposits deemed nonrefundable at the point of termination shall be released to Seller if not yet released, and neither party shall have any further rights, obligations, or liabilities hereunder.

9. At Closing, Seller shall grant to Buyer any easements needed for access, grading, stormwater, and/or utility service to the Property. Any necessary easements will be placed in locations determined by Buyer's engineer subject to Seller's consent, with such consent not to be unreasonably withheld or delayed.

10. It is understood and agreed that during the contract period for the Property Buyer and its designees shall have the right to enter the Property to conduct environmental tests, soils tests, or any other such investigation as deemed necessary by Buyer at Buyer's sole discretion and expense. Buyer will indemnify and hold harmless Seller from any claims, damages, or causes of action which might occur as a result of Buyer's activities on the Property, and Buyer shall restore Property to the condition existing before said tests or investigations were conducted.

11. Except as otherwise provided herein, during the term of this Agreement, Seller shall not, without the prior written approval of the Buyer, (a) make or permit to be made, any material changes or alterations to any part of the Property; or (b) enter into any agreement of lease, easement or lien, whatsoever; or (c) enter into any agreement for the sale of the Property to a party other than Buyer.

12. Notices under this Agreement may be given by fax, e-mail, mail, overnight mail, or personal delivery. Any notice that is actually received shall be effective regardless of the manner in which it is sent or delivered.

a. Notices to Buyer will be sent to:

500 S. Front Street, Floor 10
Columbus, OH 43215

Attention: Andrew Speicher
Email: aspeicher@wodagroup.com

With a copy to:

500 S. Front Street, Floor 10
Columbus, OH 43215
Attention: Greg Mustric
Email: gmustric@wodagroup.com

b. Notices to Seller will be sent to:

1343 Armory Drive
Franklin, VA 23851
Attention: Gwen Blue
Email: gblue@franklinva.org

13. This Agreement shall be assignable by Buyer without prior notice to or consent of Seller. Notwithstanding any assignment pursuant to this paragraph, the original Buyer shall remain fully liable for performance of all its obligations hereunder.

14. At Closing, Seller shall pay the cost of deed preparation. Seller agrees to provide Buyer a general warranty deed with no encumbrances upon the real property described herein, except as may be permitted or waived exceptions indicated on the title commitment. Buyer shall pay the cost of an owner's title insurance policy in the full amount of the Purchase Price. At Closing, the real estate taxes will be prorated. Seller shall be responsible to pay all rollback taxes and seller real estate transfer taxes, and Buyer shall be responsible to pay all recordation taxes. Seller and Buyer agree that the Closing or the purchase of the Property and the title insurance for the transaction will be furnished through a title agency of Buyer's choice.

15. All commissions owed to any real estate broker as a result of this transaction shall be paid for by the Seller. Seller agrees to pay such commissions and agrees to hold Buyer harmless and to defend Buyer against any claims for any commissions. Such obligation is expressly accepted by Seller upon Buyer's binding representation herein made that Buyer has not engaged any real estate broker or agent in connection with this transaction.

16. This Agreement shall be governed by and construed in accordance with the laws of the state of Virginia.

17. If any term, provision, or condition contained in this Agreement shall, to any extent, be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each term, provision or condition of this Agreement shall be valid and enforceable to the fullest extent provided by law.

18. This Agreement may be executed in several counterparts, each of which shall be deemed an original for all purposes and all of which together shall constitute and be deemed one and the same agreement.

19. This Agreement shall be binding upon the parties hereto and their respective successors, assigns, heirs, executors, distributees, and personal representatives.

20. If prior to Closing any portion of the Property shall be taken by condemnation or similar right of eminent domain or like process ("**Condemnation**"), or damaged by casualty ("**Casualty**"), which Condemnation or Casualty shall materially affect the Property or Buyer's ability to develop the Property, Seller shall promptly provide notice to Buyer of such Condemnation or Casualty, and Buyer may elect to (a) terminate this Agreement and receive a refund of all deposits and interest thereon paid by Buyer or (b) proceed hereunder notwithstanding such Condemnation or Casualty, with a pro-rata reduction in Purchase Price based upon the percentage of the Property taken and/or damaged.

[END OF DOCUMENT - SIGNATURE PAGE FOLLOWS]

SIGNATURE PAGE

Franklin Redevelopment and Housing Authority

By: Gwendolyn Blue

Name: Gwendolyn Blue

Its: Secretary

Harrison Pointe Limited Partnership
A Virginia Limited Partnership

By: Harrison Pointe GP, LLC
An Ohio Limited Liability Company
Its General Partner

By: Woda Cooper Communities III, LLC
An Ohio Limited Liability Company
Its Managing Member

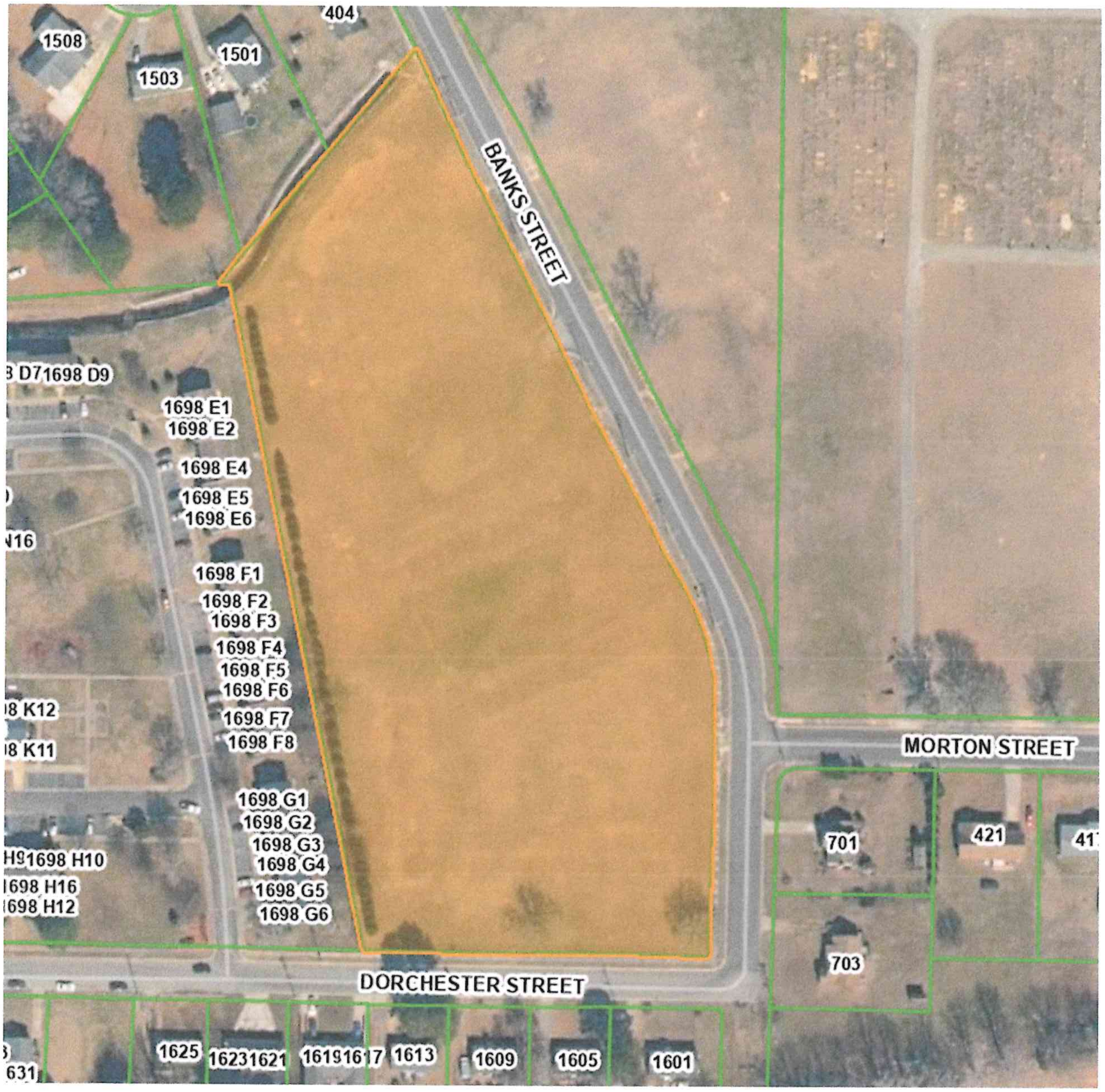
By: ______________________

Name: David Cooper

Its: Authorized Representative

Exhibit A

The Property



City of Franklin, Virginia

Property Overview

Parcel #: 154-83-B2
Account #: 4176
Owner: FRANKLIN REDEVELOPMENT & HOUSING
Mail Address: 601 CAMPBELL AVENUE | FRANKLIN VA
Mail City/State/ZIP: , 23851
Legal Acres: 5.604
Mapped Acres: 8.72

Ownership History

Sale Date	Sale Price	Buyer	Deed Reference
11/10/1969	$	FRANKLIN REDEVELOPMENT & HOUSING	LR/

Assessment History

Assessment Year	Building Value	Improvements Value	Land Value	Total Value
No assessment data is available for this parcel.				

Current Improvements

No current improvement information available.

City of Franklin, Virginia

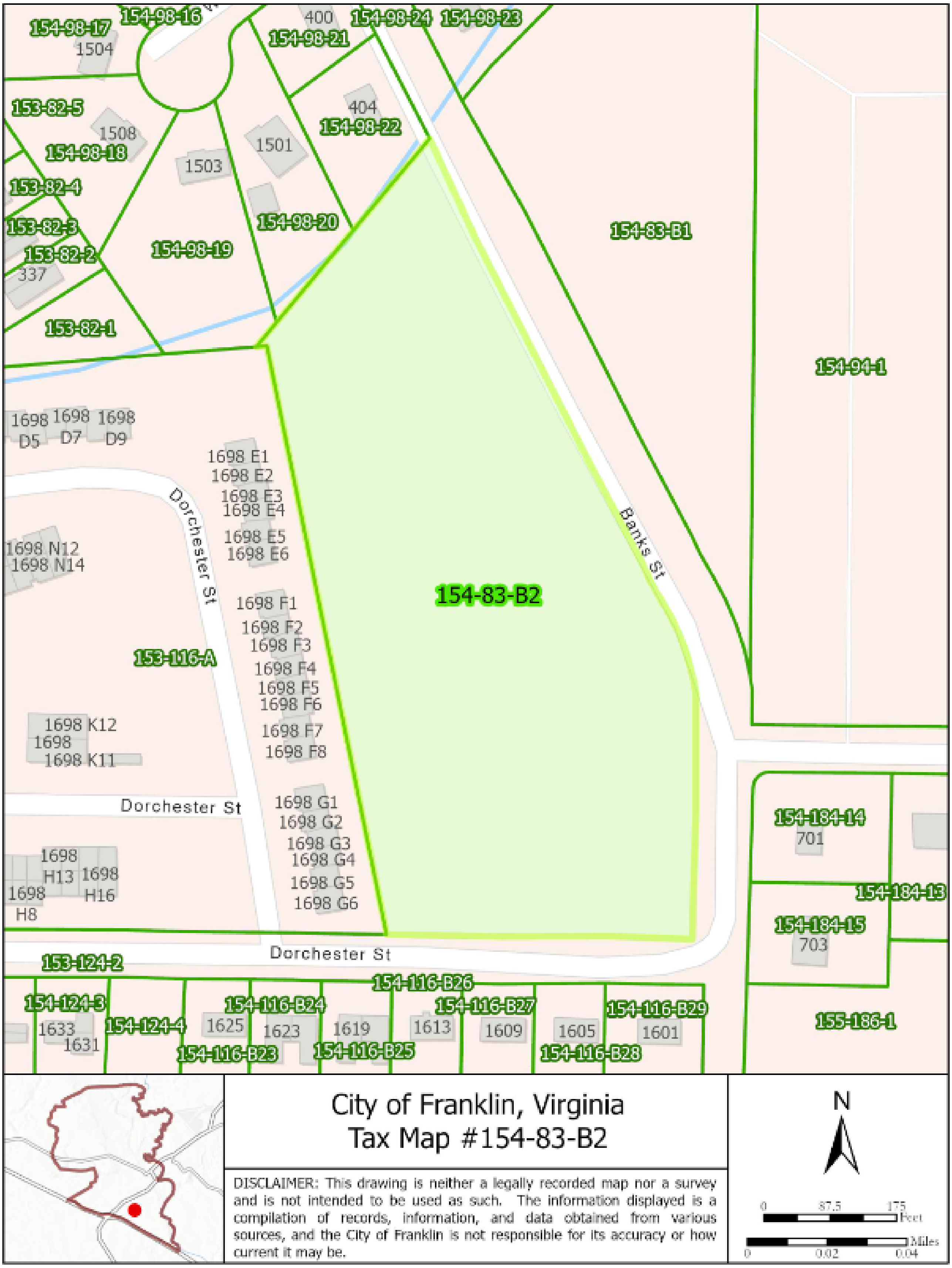
Primary Building Details

Sq. Footage: 0	
Year Built:	
Model: FEDERAL GOVT - VAC	
Foundation:	
Exterior Wall:	
Roofing:	
Roofing Type:	
Garage Type:	
Num Cars - Garage:	
Carport Type:	
Num Cars - Carport:	

Interior Information

Story Height:	
Total Rooms:	
Bedrooms:	
Full Bath(s):	
Half Bath(s):	
Interior Floors:	
Basement Area:	
Fin Bsmt Area:	
Interior Walls:	
A/C Type:	

Property Map



Tab F:

RESNET Rater Certification (MANDATORY)

Virginia Housing

Appendix F
RESNET Rater Certification of Development Plans

I certify that the development's plans and specifications incorporate all items for the required baseline energy performance as indicated in Virginia's Qualified Allocation Plan (QAP).

If the plans and specifications do not include requirements to meet the QAP baseline energy performance, those requirements still must be met, even though the application is accepted for credits.

> ***Please note that this may make the Application ineligible for credits. The Requirements apply to any new, adaptive reuse, or rehabilitated development (including those serving elderly and/or physically disabled households).

In addition, provide HERS rating documentation as specified in the manual.

- [x] **New Construction** – EnergyStar Certification
  The development's design meets the criteria for the EnergyStar Certification. Rater understands that before issuance of IRS Form 8609, the applicant will obtain and provide EnergyStar Certification to Virginia Housing.

- [ ] **Rehabilitation** – 30% performance increase over existing, based on HERS index.
  Or, it must provide evidence of a HERS Index of 80 or lower. The rater understands that before IRS Form 8609 is issued, the rater must provide Virginia Housing with energy performance certification.

- [ ] **Adaptive Reuse** – Must provide evidence of a HERS index of 95 or lower. The rater understands that before IRS Form 8609 is issued, the rater must provide Virginia Housing with energy performance certification.

Additional Optional Certification

I certify that the development's plans and specifications incorporate all items for the certification as indicated below, and I am an accredited verifier of said certification. If the plans and specifications do not include requirements to obtain the certification, those requirements must still be met, even though the application is accepted for credits. Rater understands that before issuance of IRS Form 8609, the applicant will obtain and provide Certification to Virginia Housing.

- [x] **Earthcraft Certification** - The development's design meets the criteria to obtain Earthcraft Multifamily program gold certification or higher.

- [ ] **LEED Certification** - The development's design meets the criteria for the U.S. Green Building Council LEED green building certification.

- [ ] **National Green Building Standard (NGBS)** - The development's design meets the criteria for meeting the NGBS Silver or higher standards to obtain certification

- [ ] **Enterprise Green Communities**—The development's design meets the requirements stated in the Enterprise Green Communities Criteria for this development's construction type to obtain certification.

*****Please Note Raters must have completed 500+ ratings to certify this form*****

RESNET Rater Signature	Printed Name	Date
[signature]	Jeff Sadler	4-15-26

RESNET Provider Agency	Provider Contact Name
Building Efficiency Resources	Tim Stone

Contact Signature	Email	Phone
Tim Stone	hers@theber.com	(800) 399-9620

Harrison Pointe

Development Name

Home Energy Rating Certificate

Projected Report
Based on Plans

Rating Date:
Registry ID:
Ekotrope ID: 26bmqyE2

HERS® Index Score:

48

Your home's HERS score is a relative performance score. The lower the number, the more energy efficient the home. To learn more, visit www.hersindex.com

Annual Savings

$923

*Relative to an average U.S. home

Home:
400 Banks St, BMG #1, 1BR Int Lower Fl
Franklin, VA 23851

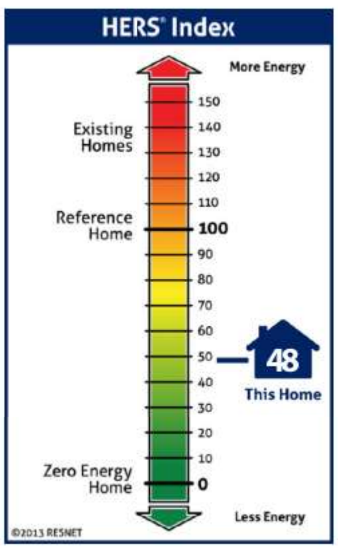
Builder:
Woda Cooper

Your Home's Estimated Energy Use:

	Use [MBtu]	Annual Cost
Heating	1.0	$40
Cooling	0.9	$38
Hot Water	1.8	$74
Lights/Appliances	11.4	$470
Service Charges		$137
Generation (e.g. Solar)	0.0	$0
Total:	**15.1**	**$760**

This home meets or exceeds the criteria of the following:

ENERGY STAR MF v1.2
ENERGY STAR MF v1.1
ENERGY STAR MF v1.0



Home Feature Summary:

Home Type:	Apartment, inside unit
Model:	N/A
Community:	N/A
Conditioned Floor Area:	744 ft²
Number of Bedrooms:	1
Primary Heating System:	Air Source Heat Pump • Electric • 9.5 HSPF2
Primary Cooling System:	Air Source Heat Pump • Electric • 19 SEER2
Primary Water Heating:	Residential Water Heater • Electric • 2.2 UEF
House Tightness:	0.25 CFM50 / s.f. Shell Area (Adjusted Infiltration: 2.04 ACH50)
Ventilation:	50 CFM • 30 Watts • Supply Only
Duct Leakage to Outside:	3 CFM25 / 100 ft²
Above Grade Walls:	R-26
Ceiling:	Adiabatic, R-13
Window Type:	U-Value: 0.28, SHGC: 0.23
Foundation Walls:	N/A
Framed Floor:	N/A

Rating Completed by:

Energy Rater: Jeffrey Sadler
RESNET ID: 4828461

Rating Company: Ecovative Energy Inc.
1102 Buckingham Avenue, Norfolk VA 23508
757-655-3261

Rating Provider: Building Efficiency Resources
PO Box 1769 Brevard, NC 28712
800-399-9620

Jeffrey Sadler

Jeffrey Sadler, Certified Energy Rater
Digitally signed: 5/1/26 at 9:05 AM

ekotrope

Ekotrope RATER - Version:5.2.2.3854
The Energy Rating Disclosure for this home is available from the Approved Rating Provider.

Home Energy Rating Certificate

Projected Report
Based on Plans

Rating Date:
Registry ID:
Ekotrope ID: LMqB8weL

HERS® Index Score:

45 Your home's HERS score is a relative performance score. The lower the number, the more energy efficient the home. To learn more, visit www.hersindex.com

Annual Savings

$1,363

*Relative to an average U.S. home

Home:
400 Banks St Franklin, BMG #12, 2BR Ext Top Fl
Franklin, VA 23851

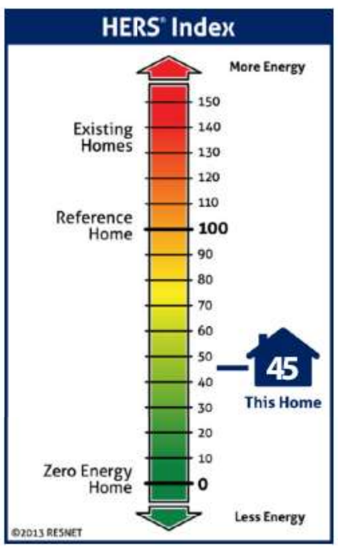
Builder:
Woda Cooper

Your Home's Estimated Energy Use:

	Use [MBtu]	Annual Cost
Heating	2.2	$90
Cooling	2.0	$81
Hot Water	2.3	$97
Lights/Appliances	13.3	$549
Service Charges		$137
Generation (e.g. Solar)	0.0	$0
Total:	**19.8**	**$953**

This home meets or exceeds the criteria of the following:

ENERGY STAR MF v1.2
ENERGY STAR MF v1.1
ENERGY STAR MF v1.0



Home Feature Summary:

Home Type:	Apartment, end unit
Model:	N/A
Community:	N/A
Conditioned Floor Area:	974 ft²
Number of Bedrooms:	2
Primary Heating System:	Air Source Heat Pump • Electric • 9.5 HSPF2
Primary Cooling System:	Air Source Heat Pump • Electric • 19 SEER2
Primary Water Heating:	Residential Water Heater • Electric • 2.2 UEF
House Tightness:	0.25 CFM50 / s.f. Shell Area (Adjusted Infiltration: 2.39 ACH50)
Ventilation:	65 CFM • 30 Watts • Supply Only
Duct Leakage to Outside:	3 CFM25 / 100 ft²
Above Grade Walls:	R-26
Ceiling:	Sealed Attic, R-35
Window Type:	U-Value: 0.28, SHGC: 0.23
Foundation Walls:	N/A
Framed Floor:	R-13

Rating Completed by:

Energy Rater: Jeffrey Sadler
RESNET ID: 4828461

Rating Company: Ecovative Energy Inc.
1102 Buckingham Avenue, Norfolk VA 23508
757-655-3261

Rating Provider: Building Efficiency Resources
PO Box 1769 Brevard, NC 28712
800-399-9620

Jeffrey Sadler

Jeffrey Sadler, Certified Energy Rater
Digitally signed: 5/1/26 at 9:01 AM

Tab G:

Zoning Certification Letter (MANDATORY)

Virginia Housing

Zoning Certification

NOTE TO DEVELOPER: You are strongly encouraged to submit this certification to the appropriate local official **at least three weeks in advance of the application deadline** to ensure adequate time for review and approval

General Instructions:

1. The Local Certification section **must** be completed by the appropriate local official or Civil Engineer.
2. The Engineer **must** be registered in the Commonwealth of Virginia.
3. 'Development Description' should be provided by the Owner.
4. 'Development Address should correspond to I.A.2 on page 1 of the application.
5. 'Legal Description' should correspond to the site control document in the application.
6. 'Proposed Improvements' should correspond with I.B & D and III.A of the application.
7. 'Other Descriptive Information' should correspond with the information in the application.
8. Any change in this Certification may result in disqualification of the application.

If you have any questions, please contact the Tax Credit Allocation Department at:

taxcreditapps@virginiahousing.com

Zoning Certification

DATE: May 12, 2026

TO: Virginia Housing
601 South Belvidere Street
Richmond, VA 23220

RE: ZONING CERTIFICATION

Name of Development: Harrison Pointe
Name of Owner/Applicant: Harrison Pointe Limited Partnership
Name of Seller/Current Owner: Franklin Redevelopment and Housing Authority

The above-referenced Owner/Applicant has asked this office to complete this form letter regarding the zoning of the proposed Development (more fully described below). This certification is rendered solely to confirm proper zoning for the site of the Development. It is understood that this letter will be used by the Virginia Housing Development Authority solely to determine whether the Development qualifies for points available under VHDA's Qualified Allocation Plan for housing tax credit.

DEVELOPMENT DESCRIPTION:

Development Address:

West of the intersection of Banks Street and Morton Street, Franklin, VA 23851

Leal Description:

Being known as Lot 1 on the Minor Subdivision Plat of the Property of Franklin Redevelopment and Housing Authority, as recorded in Plat Book 39, Page 65 in the Clerk's Office of Southampton County, Virginia, said reference is hereby made for a more complete and accurate property description.

Proposed Improvements:

Construction

New Construction:	# Units	70	# Buildings	1	Total Floor Area	72,402
Adaptive Reuse	# Units		# Buildings		Total Floor Area	
Rehabilitation:	# Units		# Buildings		Total Floor Area	

Zoning Certification, cont'd

Current Zoning: R-2 allowing a density of 14 units per acre, and the following other applicable conditions: ______

______

Other Descriptive Information:

______

______

______

LOCAL CERTIFICATION:

Check one of the following a appropriate:

☑ The zoning for the proposed development described above is proper for the proposed residential development. To the best of my knowledge, there are presently no zoning violations outstanding on this property. No further zoning approvals and/or special use permits are required.

☐ The development described above is approved for non-conforming use. To the best of my knowledge, there are no zoning violations outstanding on this property, and no further zoning approvals and/or special use permits are required.

[signature]
Signature

JOSH GILLESPIE
Printed Name

DEPUTY CITY MANAGER
Title of Local Official or Civil Engineer

757·562·8501
Phone

5/14/2026
Date

NOTES TO LOCALITY:

1. Return this certification to the developer for inclusion in the tax credit application package.
2. Any change in this form may result in disqualification of the application.
3. If you have any questions, please contact the Tax Credit Allocation Department at

   taxcreditapps@virginiahousing.com.

Tab H:

Attorney's Opinion (MANDATORY)

Attorney's Opinion Letter

General Instructions

1. This Opinion **must** be included with application.
2. This Opinion **must** be submitted under law firm's letterhead.
3. The executed Opinion submitted as part of the application must be accompanied by a blackline showing that no changes have been made to this form beyond those necessary to complete it (e.g. filling in blanks, selecting bracketed language as appropriate).
4. If circumstances unique to a particular application require modification of this form, any such modification must be approved by Virginia Housing in writing within six months prior to the application deadline. A copy of any such approval must be included with this executed Opinion as part of the application.
5. **Be aware that there is a 9% version and a Tax Exempt version.** Failure to utilize the correct form or to abide by the instructions above form may result in a point penalty or rejection of the application.

If you have any questions, please email the Tax Credit Allocation Department at TaxCreditApps@VirginiaHousing.com.

Attorney's Opinion Letter – TAX EXEMPT VERSION

(This Form Must Be Included with Application)

This Opinion Must Be Submitted Under Law Firm's Letterhead - Any changes to the form of opinion other than filing in blanks or making the appropriate selections in bracketed language must be accompanied by a black-lined version indicating all additional changes to the opinion. Altered opinions will still be subject to acceptance by the Authority.

RENO & CAVANAUGH

LAWYERS BUILDING COMMUNITY™

Date: May 15, 2026

To: Virginia Housing
601 South Belvidere Street
Richmond, Virginia 23220

Re: 2026 4% Tax Credit Reservation Request (30% present value credits to be paired with tax-exempt bonds)
Name of Development: Harrison Pointe
Name of Owner: Harrison Pointe Limited Partnership

Dear Virginia Housing:

This undersigned firm represents the above-referenced Owner as its counsel. It has received a copy of and has reviewed the completed application package dated May 15, 2026 (of which this opinion is a part) (the "Application") submitted to you for the purpose of requesting, in connection with the captioned Development, a reservation of low-income housing tax credits ("Credits") available under Section 42 of the Internal Revenue Code of 1986, as amended (the "Code"). It has also reviewed Section 42 of the Code, the regulations issued pursuant thereto and such other binding authority as it believes to be applicable to the issuance hereof (the regulations and binding authority hereinafter collectively referred to as the "Regulations").

Based upon the foregoing reviews and upon due investigation of such matters as it deems necessary in order to render this opinion, but without expressing any opinion as to either the reasonableness of the estimated or projected figures or the veracity or accuracy of the factual representations set forth in the Application, the undersigned is of the opinion that:

1. It is more likely than not that the inclusion in eligible basis of the Development of such cost items or portions thereof, as set forth in the Hard Costs and Owners Costs section of the Application form, complies with all applicable requirements of the Code and Regulations.

2. The calculations (a) of the Maximum Allowable Credit available under the Code with respect to the Development and (b) of the Estimated Qualified Basis of each building in the Development comply with all applicable requirements of the Code and regulations, including the selection of credit type implicit in such calculations.

3. The information set forth in the Unit Details section of the Application form as to proposed rents satisfies all applicable requirements of the Code and Regulations.

4. The site of the captioned Development is controlled by the Owner, as identified in the Site Control section of the Application.

5. Based solely upon my review of (i) the Applicant's partnership agreement]; (ii) any certifications, resolutions, or consents provided to me by the Applicant; and (iii) such operating agreements, partnership agreements, bylaws, or other organizational documents of the Applicant's Principals which I deemed necessary to issue this Opinion (none of which are attached to this Opinion), the individuals identified on the list attached as Exhibit A are duly authorized to execute documents on behalf of the Applicant, to the best of my knowledge and belief.

Finally, the undersigned is of the opinion that, if all information and representations contained in the Application and all current law were to remain unchanged, upon the placement in service of each building of the Development, the Owner would be eligible under the applicable provisions of the Code and the Regulations to an allocation of Credits in the amount(s) requested in the Application.

This opinion is rendered solely for the purpose of inducing the Virginia Housing Development Authority ("Virginia Housing") to issue a reservation of Credits to the Owner. Accordingly, it may be relied upon only by Virginia Housing and may not be relied upon by any other party for any other purpose.

This opinion was not prepared in accordance with the requirements of Treasury Department Circular No. 230. Accordingly, it may not be relied upon for the purpose of avoiding U.S. Federal tax penalties or to support the promotion or marketing of the transaction or matters addressed herein.

Reno & Cavanaugh PLLC

By Matthew Greeson

Matthew Greeson, Esq., Member

EXHIBIT A
TO
ATTORNEY'S OPINION LETTER

Based solely upon my review of (i) the Applicant's partnership agreement; (ii) any certifications, resolutions, or consents provided to me by the Applicant; and (iii) such operating agreements, partnership agreements, bylaws, or other organizational documents of the Applicant's Principals which I deemed necessary to issue this Opinion (*none of which are attached to this Opinion or included within this Exhibit*), the individuals identified below are duly authorized to execute documents on behalf of the Applicant, to the best of my knowledge and belief.

	NAME	TITLE
1	Jeffrey J. Woda	Manager of Managing Member of General Partner of Owner
2	David Cooper, Jr.	Manager of Managing Member of General Partner of Owner
3	Christopher LaGrand	Senior Vice President of Managing Member of General Partner of Owner
4	Jennifer Ricci	Vice President of Managing Member of General Partner of Owner
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Attorney’s Opinion Letter

General Instructions

1. This Opinion **must** be included with application.
2. This Opinion **must** be submitted under law firm’s letterhead.
3. The executed Opinion submitted as part of the application must be accompanied by a blackline showing that no changes have been made to this form beyond those necessary to complete it (e.g. filling in blanks, selecting bracketed language as appropriate).
4. If circumstances unique to a particular application require modification of this form, any such modification must be approved by Virginia Housing in writing within six months prior to the application deadline. A copy of any such approval must be included with this executed Opinion as part of the application.
5. **Be aware that there is a 9% version and a Tax Exempt version.** Failure to utilize the correct form or to abide by the instructions above form may result in a point penalty or rejection of the application.

If you have any questions, please email the Tax Credit Allocation Department at TaxCreditApps@VirginiaHousing.com.

Attorney's Opinion Letter – TAX EXEMPT VERSION

(This Form Must Be Included with Application)

This Opinion Must Be Submitted Under Law Firm's Letterhead - Any changes to the form of opinion other than filing in blanks or making the appropriate selections in bracketed language must be accompanied by a black-lined version indicating all additional changes to the opinion. Altered opinions will still be subject to acceptance by the Authority.

Date: ~~_______~~May 15, 2026

To: Virginia Housing
601 South Belvidere Street
Richmond, Virginia 23220

~~RE~~Re: ~~20__~~2026 4% Tax Credit Reservation Request (30% present value credits to be paired with tax-exempt bonds)

Name of Development: Harrison Pointe
Name of Owner: ~~____~~Harrison Pointe Limited Partnership

Dear Virginia Housing:

This undersigned firm represents the above-referenced Owner as its counsel. It has received a copy of and has reviewed the completed application package dated May ____, 2026 (of which this opinion is a part) (the "Application") submitted to you for the purpose of requesting, in connection with the captioned Development, a reservation of low-income housing tax credits ("Credits") available under Section 42 of the Internal Revenue Code of 1986, as amended (the "Code"). It has also reviewed Section 42 of the Code, the regulations issued pursuant thereto and such other binding authority as it believes to be applicable to the issuance hereof (the regulations and binding authority hereinafter collectively referred to as the "Regulations").

Based upon the foregoing reviews and upon due investigation of such matters as it deems necessary in order to render this opinion, but without expressing any opinion as to either the reasonableness of the estimated or projected figures or the veracity or accuracy of the factual representations set forth in the Application, the undersigned is of the opinion that:

1. It is more likely than not that the inclusion in eligible basis of the Development of such cost items or portions thereof, as set forth in the Hard Costs and Owners Costs section of the Application form, complies with all applicable requirements of the Code and Regulations.

2. ~~[Select One]~~

The calculations (a) of the Maximum Allowable Credit available under the Code with respect to the Development and (b) of the Estimated Qualified Basis of each building in the Development comply with all applicable requirements of the Code and regulations, including the selection of credit type implicit in such calculations.

~~OR~~

~~Assuming that you designate the buildings in the Development as being in a difficult development area pursuant to Code Section 42(d)(5)(B)(v), the~~

~~calculations (a) of the Maximum Allowable Credit available under the Code with respect to the Development and (b) of the Estimated Qualified Basis of each building in the Development comply with all applicable requirements of the Code and regulations, including the selection of credit type implicit in such calculations.¶~~

~~3. [Select One]¶~~

3. The information set forth in the Unit Details section of the Application form as to proposed rents satisfies all applicable requirements of the Code and Regulations.

~~OR~~

~~The information set forth in the Unit Details section of the Application form as to proposed rents exceeds the Code rent restrictions; however, the Development will satisfy all applicable requirements of the Code and Regulations due to subsidies such that no tenant will pay rents in excess of what is dictated by the Code and Regulations.¶~~

¶

4. The site of the captioned Development is controlled by the Owner, as identified in the Site Control section of the Application.

¶

5. Based solely upon my review of (i) the Applicant's ~~[operating agreement /~~ partnership agreement]; (ii) any certifications, resolutions, or consents provided to me by the Applicant; and (iii) such operating agreements, partnership agreements, bylaws, or other organizational documents of the Applicant's Principals which I deemed necessary to issue this Opinion (none of which are attached to this Opinion), the individuals identified on the list attached as Exhibit A are duly authorized to execute documents on behalf of the Applicant, to the best of my knowledge and belief.

~~6. [Delete if inapplicable] The type of the nonprofit organization involved in the Development is an organization described in Code Section 501(c)(3) or 501(c)(4) and exempt from taxation under Code Section 501(a), whose purposes include the fostering of low-income housing.¶~~

~~7. [Delete if inapplicable] The nonprofit organizations' ownership interest in the development is as described in the Nonprofit Involvement section of the Application form.¶~~

~~8. [Delete if inapplicable] It is more likely than not that the representations made in the Rehab Information section of the Application form as to the Development's compliance with or exception to the Code's minimum expenditure requirements for rehabilitation projects are correct.¶~~

~~9. [Delete if inapplicable] After reasonable investigation, the undersigned has no reason to believe that the representations made under the Rehab Information (Ten-Year Rule) section of the Application form as to the Development's compliance with or eligibility for exception to the ten-year~~

~~"look-back rule" requirement of Code §42(d)(2)(B) are not correct.~~

Finally, the undersigned is of the opinion that, if all information and representations contained in the Application and all current law were to remain unchanged, upon the placement in service of each building of the Development, the Owner would be eligible under the applicable provisions of the Code and the Regulations to an allocation of Credits in the amount(s) requested in the Application.

This opinion is rendered solely for the purpose of inducing the Virginia Housing Development Authority ("Virginia Housing") to issue a reservation of Credits to the Owner. Accordingly, it may be relied upon only by Virginia Housing and may not be relied upon by any other party for any other purpose.

This opinion was not prepared in accordance with the requirements of Treasury Department Circular No. 230. Accordingly, it may not be relied upon for the purpose of avoiding U.S. Federal tax penalties or to support the promotion or marketing of the transaction or matters addressed herein.

~~Firm Name~~ Reno & Cavanaugh PLLC

By ______________________________

~~Its~~ Matthew Greeson, Esq., Member
~~Title~~

EXHIBIT A
TO
ATTORNEY'S OPINION LETTER

Based solely upon my review of (i) the Applicant's ~~[operating agreement /~~ partnership agreement~~]~~; (ii) any certifications, resolutions, or consents provided to me by the Applicant; and (iii) such operating agreements, partnership agreements, bylaws, or other organizational documents of the Applicant's Principals which I deemed necessary to issue this Opinion (*none of which are attached to this Opinion or included within this Exhibit*), the individuals identified below are duly authorized to execute documents on behalf of the Applicant, to the best of my knowledge and belief.

	NAME	TITLE
1	Jeffrey J. Woda	Manager of Managing Member of General Partner of Owner
2	David Cooper, Jr.	Manager of Managing Member of General Partner of Owner
3	Christopher LaGrand	Senior Vice President of Managing Member of General Partner of Owner
4	Jennifer Ricci	Vice President of Managing Member of General Partner of Owner
5		
6		
7		
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9		
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11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

¶

¶

Comparison Summary

Original file	*Tab H - Attorneys Opinion - Harrison Pointe [4901-2155-2299 V1 1].docx*
Modified file	*Tab H - Attorneys Opinion - Harrison Pointe [4901-2155-2299 V2 2].docx*
Date of comparison	2026/05/14 09:19:47 AM

Words deleted	300
Words inserted	98
Tables deleted	0
Tables inserted	1
Tables modified	0
Images deleted	0
Images inserted	1

Markup Scheme

Insertions

~~Deletions~~

~~Moves From~~

Moves To

Tab I:

Nonprofit Questionnaire (MANDATORY for points or pool)

NOTE: The following documents need not be submitted unless requested by Virginia Housing:

-Nonprofit Articles of Incorporation

-IRS Documentation of Nonprofit Status

-Joint Venture Agreement (if applicable)

-For-profit Consulting Agreement (if applicable)

NOT APPLICABLE

Tab J:

Relocation Plan and Unit Delivery Schedule

(MANDATORY-Rehab)

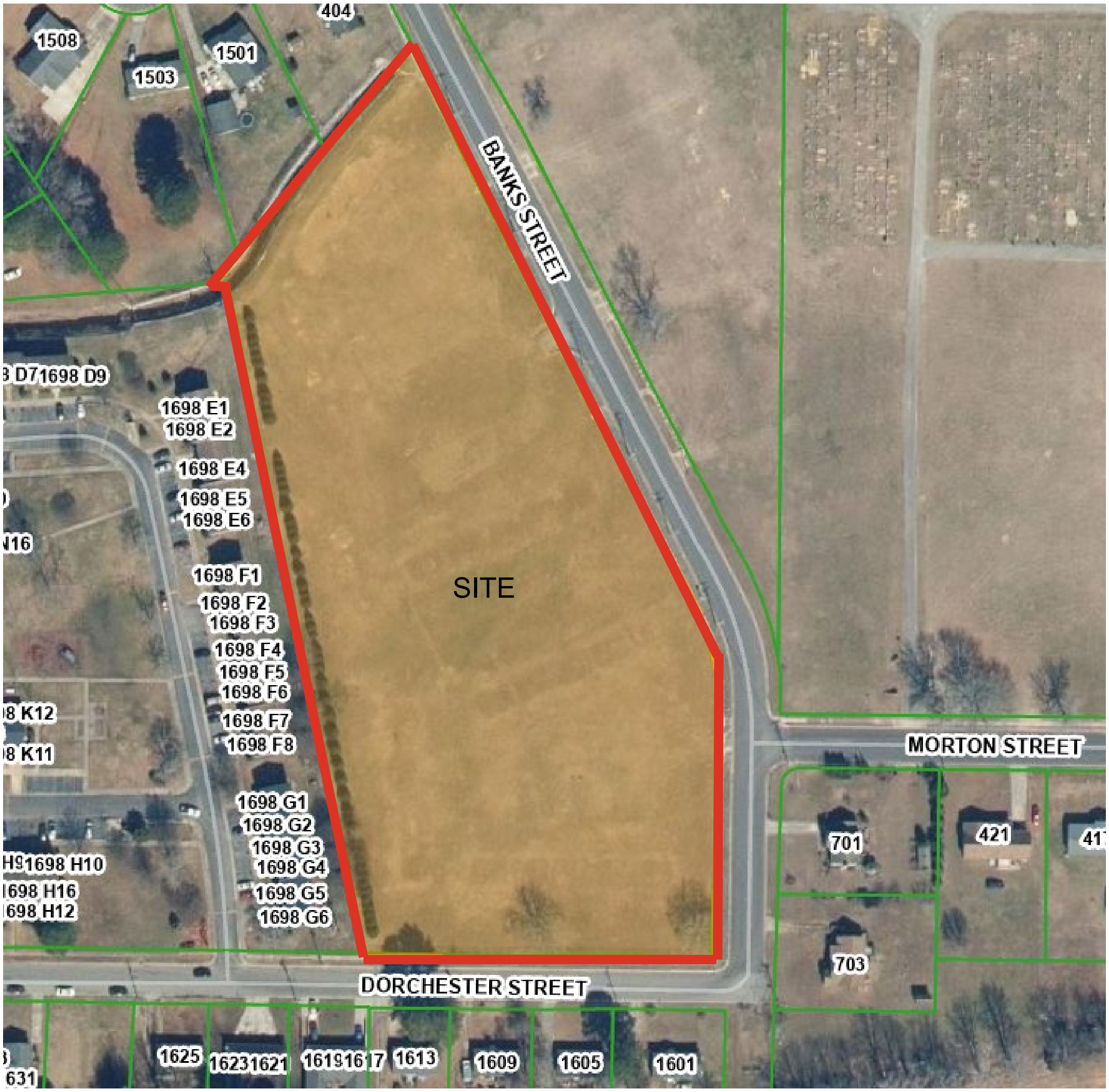
NOT APPLICABLE

Tab K:

Documentation of Development Location:

Tab K

SITE



404
1508
1501
1503
BANKS STREET
1698 D9
1698 E1
1698 E2
1698 E4
1698 E5
1698 E6
1698 F1
1698 F2
1698 F3
1698 F4
1698 F5
1698 F6
1698 F7
1698 F8
1698 G1
1698 G2
1698 G3
1698 G4
1698 G5
1698 G6
1698 H10
SITE
MORTON STREET
701
421
703
DORCHESTER STREET
1625
1613
1609
1605
1601

Tab K.1

Revitalization Area Certification

NONMETROPOLITAN PART OF STATE: Virginia

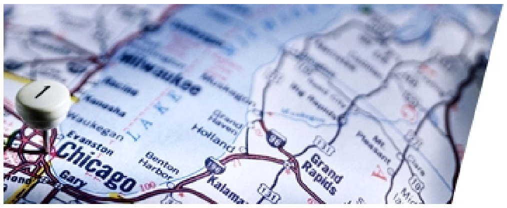
COUNTY OR COUNTY EQUIVALENT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT
Accomack County	902.02											
Buchanan County	101.00	102.00	104.00	105.00	107.00							
Caroline County	305.03											
Carroll County	806.03											
Charlotte County	9301.02											
Dickenson County	402.00											
Halifax County	9302.02	9308.00										
Henry County	112.00											
Lee County	9503.01	9505.00										
Mecklenburg County	9301.01	9302.02										
Pittsylvania County	106.00											
Prince Edward County	9302.02											
Russell County	302.01	303.00										
Smyth County	306.00											
Tazewell County	205.00	209.00	210.00	211.01								
Westmoreland County	104.02											
Wise County	9311.00	9317.00										
Wythe County	501.01	502.02										
Buena Vista city	9306.02											
Danville city	2.00	4.00	6.00	10.00	12.00	13.02						
Franklin city	902.00											
Martinsville city	1.00	2.00	4.00									
Norton city	9601.00											

NONMETROPOLITAN PART OF STATE: Washington

COUNTY OR COUNTY EQUIVALENT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT	TRACT
Adams County	9505.00											
Clallam County	3.00											
Ferry County	9701.00											
Grant County	108.00	114.03										
Grays Harbor County	10.00	12.00	9400.00									
Kittitas County	9754.03	9754.04	9756.00									
Mason County	9608.00											
Okanogan County	9703.02	9706.01										
Whitman County	1.00	5.00	6.01	6.02								

OFFICE OF POLICY DEVELOPMENT AND RESEARCH (PD&R)

MENU



2025 and 2026 Small DDAs and QCTs

Overview of 2025 and 2026 Small DDAs and QCTs

The 2026 Qualified Census Tracts (QCTs) and Difficult Development Areas (DDAs) are effective January 1, 2026. The 2026 QCT designations use tract boundaries from the 2020 decennial census. The 2026 metro DDAs use ZIP Code Tabulation Area (ZCTA) boundaries from the 2020 decennial census. The designation methodology is explained in the Federal Register notice published September 30, 2025.

Current zoom: 13

Select Year:

- (•) 2026
- ( ) 2025

Select Layer(s):

LIHTC Projects (Zoom 11+)

FMR Outlines (Zoom 4+)

Difficult Development Areas (Zoom 7+)

Non-Metro Difficult Development Areas

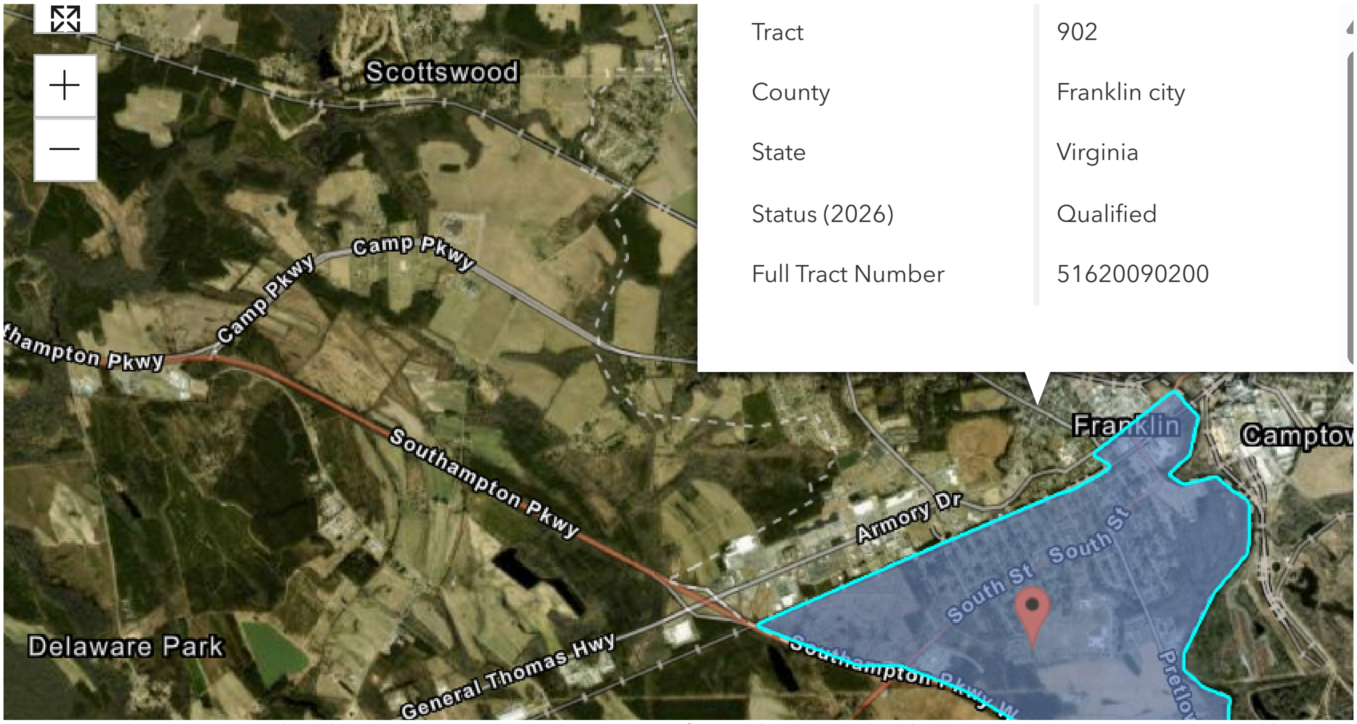
Small Difficult Development Areas

QCT Qualified Tracts (Zoom 7+)

Tracts Outline (Zoom 11+)

Find address or place

QCT for 2026



Tract	902
County	Franklin city
State	Virginia
Status (2026)	Qualified
Full Tract Number	51620090200

VGIN, Earthstar Geographics | VGIN, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/N… Powered by Esri

Tab K.2

Surveyor’s Certification of Proximity to Public Transportation using Virginia Housing template

NOT APPLICABLE

Tab L:

PHA / Section 8 Notification Letter

NOT APPLICABLE

Tab M:

Intentionally Blank

NOT APPLICABLE

Tab N:

Homeownership Plan

NOT APPLICABLE

Tab O:

Plan of Development Certification Letter

NOT APPLICABLE

Tab P:

Zero Energy or Passive House documentation for prior allocation by this developer

NOT APPLICABLE

Tab Q:

Documentation of Rental Assistance, Tax Abatement and/or existing RD or HUD Property

NOT APPLICABLE

Tab R:

Documentation of Utility Allowance calculation

Preliminary Utility Analysis

Ecovative utilized a combination of the HUD Utility Schedule Model, Water-Sense fixture flow rates, EnergyStar appliances and Ekotrope V5.2.1 in conjunction with current tariff schedules from the service providers listed below to calculate the projected utility allowances for this project.

Utility Service Providers:
Electric - Dominion
Water - The City of Franklin
Sewer - The City of Franklin
Natural Gas - NA
Trash - NA

Projected Utility Allowances

Service Paid By Tenant	Utility Type	Unit (1 bedroom)	Unit (2 bedroom)
Space Heating	Electric	$4	$8
Space Cooling	Electric	$3	$6
Cooking	Electric	$4	$5
Other Electric (lights, outlets)	Electric	$35	$40
Water Heating	Electric	$6	$8
Total Electric		$52	$67
Water	Water	$23	$27
Sewer	Sewer	$30	$36
Trash	Trash	NA	NA
Total water/sewer		$53	$63
Total Utilities		$105	$129

No Conflict of Interest

The owner and professional/engineer are not related, as defined in IRC section 267(b) or 707(b).

VA Business License

LICENSE #: 915425
ACCOUNT NUMBER: 835236

2026
Business License

The Commissioner of the Revenue, of the City of Norfolk, Virginia

ECOVATIVE ENERGY INC
T/A: ECOVATIVE ENERGY
1102 BUCKINGHAM AVE
NORFOLK VA 23508-1513

541490

Licenses are on this day severally granted to the applicant named above to operate the businesses, employment or professions covered by the applications indicated hereon at the definite place of business.

This license shall not be valid or have legal effect unless and until all taxes, including penalty and interest prescribed by City code 24-25.10 are paid to the City Treasurer.

This license is required to be available upon request.

Commissioner of the Revenue

City Treasurer

RESNET Rater Certificate

BUILDING EFFICIENCY RESOURCES

Certified Home Energy Rater

Jeff Sadler

4828461
RESNET RTIN

has completed the certification requirements set forth in the RESNET Mortgage Industry National Home Energy Rating System Standards for the certification of Home Energy Raters.

Eurihea Speciale
Quality Assurance Designee
Building Efficiency Resources

May 18, 2026
Certification Valid Until

National Mortgage Industry
No. 1998-146
HERS Accreditation Registry

HERS 1998-146
Provider Accreditation Number

Utility Provider Rates

Electric - Dominion

https://www.dominionenergy.com/virginia/rates-and-tariffs/residential-rates

Water and Sewer - City of Franklin

https://franklinva.gov/government/departments_h-z/public_utilities/utility_billing_customer_service/index.php

WODA COOPER COMPANIES

614.396.3200
www.wodagroup.com
500 South Front St
10th Floor
Columbus, Ohio 43215

Harrison Pointe
May 13, 2026

Operating Budget

Operating Expenses for Harrison Pointe were estimated based on 2025 actual results from one of Woda Management and Real Estate's Southeastern Virginia properties: Holley Pointe and adjusting for deal-specific differences. Holley Pointe consists of 50 units in a single elevator building designated for family tenancy. Therefore, while the tenancy type is different from what is being proposed at Harrison Pointe, the property was deemed to be comparable from a geographic and product type standpoint.

Payroll, administration, utilities, and insurance expense estimates for Harrison Pointe are in line with what was seen at Holley Pointe, after accounting for property water and sewer reimbursements. Maintenance costs were budgeted lower at Harrison Pointe than at Holley Pointe since the latter requires additional security due to its location and Harrison Pointe is a senior community which has lower turnover. Furthermore, Holley incurred significant property-specific expenses in the realm of HVAC repairs due to its age. As a small site in a rural area, Harrison Pointe is expected to incur far fewer costs in that area as well as in grounds maintenance.

Harrison Pointe' Real Estate Taxes were based upon the City of Franklin's rate of $1.03/$100 of assessed value. The assessed value was estimated using the income approach. The Management Fee was calculated at 6% of EGI. Lastly, Replacement Reserves were calculated using the minimum standard of $300 per unit.

Attached are the 2025 operating expenses for Holley Pointe compared to Harrison Pointe as well as the "Budget" tab of the Harrison Pointe Reservation Application.

Holley Pointe (1842)

Income Statement

Period = Jan 2025-Dec 2025

Book = Accrual

	Holley Pointe Actual (50 Units)	Holley Pointe Per Unit	Harrison Pointe Budgeted Per Unit
OPERATING EXPENSES			
MAINTENANCE EXPENSES			
Maintenance Supplies	14,442.81	288.86	
Lawn Care & Supplies	23,815.76	476.32	
Elevator Costs	4,657.84	93.16	
Security Monitoring Contracts	4,892.70	97.85	
Repairs Services	1,011.07	20.22	
Plumbing Repairs Services	2,530.26	50.61	
Electrical Repairs Services	2,736.36	54.73	
HVAC Repairs	12,506.39	250.13	
Painting Supplies and Services	9,563.30	191.27	
Janitorial Contracts	117.66	2.35	
Exterminating Contract	930.42	18.61	
TOTAL MAINTENANCE EXPENSES	77,204.57	1,544.09	975.00
MAINTENANCE PAYROLL			
Maintenance Salary	42,999.97	860.00	
Maintenance Payroll Burden	1,562.11	31.24	
Maintenance Benefits/Insurance	1,500.00	30.00	
TOTAL MAINTENANCE PAYROLL	46,062.08	921.24	900.00
UTILITIES			
Electric	22,431.65	448.63	
Electric - Common Area	5,138.59	102.77	
Water	21,972.19	439.44	
Sewer	47,268.10	945.36	
Trash	6,783.26	135.67	
TOTAL UTILITIES	103,593.79	2,071.88	600.00
ADMINISTRATIVE PAYROLL			
Manager Salary	42,729.95	854.60	
Manager Payroll Burden	2,059.46	41.19	
Manager Benefits/Insurance	1,500.00	30.00	
Management Training/Seminars	271.25	5.43	
TOTAL ADMINISTRATIVE PAYROLL	46,560.66	931.21	854.00
MANAGEMENT FEES			
Base Management Fee	35,512.16	710.24	
TOTAL MANAGEMENT FEES	35,512.16	710.24	622.00
ADMINISTRATIVE EXPENSES			
Advertising / Marketing / Resident Retentio	1,455.95	29.12	
State Agency Monitoring Fees	2,250.00	45.00	
Audit & Tax Return Fee	5,628.00	112.56	
Bank Charges	251.00	5.02	
Computer Services/Fees	6,986.01	139.72	
Credit/Criminal Reports/Resident Screening	192.00	3.84	
Legal - Evictions	3,754.00	75.08	
Office Supplies	1,748.80	34.98	
Postage	363.24	7.26	
Telephone	3,196.60	63.93	
Internet/Cable	7,648.00	152.96	
Miscellaneous Administrative	2,871.11	57.42	
TOTAL ADMINISTRATIVE EXPENSES	36,344.71	726.89	630.00
INSURANCE, TAXES AND LICENSES			
Property Insurance	25,055.07	501.10	600.00
Property Taxes	30,203.20	604.06	770.00
Licenses & Fees	75.00	1.50	28.00
TOTAL INSURANCE, TAXES AND LICENSES	55,333.27	1,106.67	1,398.00
TOTAL OPERATING EXPENSES	400,611.24	8,012.22	5,979.00

M. OPERATING EXPENSES

Administrative:		Use Whole Numbers Only!
1. Advertising/Marketing		$2,450
2. Office Salaries		$0
3. Office Supplies		$24,500
4. Office/Model Apartment	(type)	$0
5. Management Fee		$43,559
6.00% of EGI	$622.27 Per Unit	
6. Manager Salaries		$52,000
7. Staff Unit (s)	(type)	$0
8. Legal		$3,100
9. Auditing		$6,000
10. Bookkeeping/Accounting Fees		$0
11. Telephone & Answering Service		$5,600
12. Tax Credit Monitoring Fee		$2,450
13. Miscellaneous Administrative		$0
Total Administrative		$139,659
Utilities		
14. Fuel Oil		$0
15. Electricity		$31,500
16. Water		$4,500
17. Gas		$0
18. Sewer		$6,000
Total Utility		$42,000
Operating:		
19. Janitor/Cleaning Payroll		$0
20. Janitor/Cleaning Supplies		$4,500
21. Janitor/Cleaning Contract		$2,225
22. Exterminating		$4,200
23. Trash Removal		$8,750
24. Security Payroll/Contract		$0
25. Grounds Payroll		$0
26. Grounds Supplies		$6,400
27. Grounds Contract		$3,575
28. Maintenance/Repairs Payroll		$52,000
29. Repairs/Material		$14,900
30. Repairs Contract		$8,000
31. Elevator Maintenance/Contract		$7,500
32. Heating/Cooling Repairs & Maintenance		$3,750
33. Pool Maintenance/Contract/Staff		$0
34. Snow Removal		$1,500
35. Decorating/Payroll/Contract		$0
36. Decorating Supplies		$2,950
37. Miscellaneous		$0
Totals Operating & Maintenance		$120,250
Taxes & Insurance		
38. Real Estate Taxes		$53,900

M. OPERATING EXPENSES

39. Payroll Taxes			$7,748
40. Miscellaneous Taxes/Licenses/Permits			$1,960
41. Property & Liability Insurance	*$600*	*per unit*	$42,000
42. Fidelity Bond			$0
43. Workman's Compensation			$1,000
44. Health Insurance & Employee Benefits			$10,052
45. Other Insurance			$0
Total Taxes & Insurance			$116,660
Total Operating Expense			$418,569

Total Operating Expenses Per Unit	$5,980	**C. Total Operating Expenses as % of EGI**	57.66%

Replacement Reserves (Total # Units X $300 or $250 New Const./Elderly Minimum) $21,000

Total Expenses $439,569

Tab S:

Supportive House Mandatory
Certification and Documentation

NOT APPLICABLE

Tab T:

Funding Documentation

NOT APPLICABLE

Tab U:

Acknowledgement by Tenant of the availability of Renter Education provided by Virginia Housing

WODA COOPER COMPANIES

614.396.3200
www.wodagroup.com
500 South Front St
10th Floor
Columbus, Ohio 43215

Virginia Housing
Free Housing Education Acknowledgement

I ______________________________, have read, understand, and acknowledge, I have been presented information regarding the Virginia Housing free renter education to tenants.

I understand that it is my responsibility to review the website link provided here: www.virginiahousing.com/renters .

By signing below, I acknowledge that I have read, and understand the terms of all items contained this form.

Resident Name: ____

Resident Signature: _____________________________________

Date: _____________

Tab V:

Nonprofit or LHA Purchase Option or Right of First Refusal

NOT APPLICABLE

Tab W:

Internet Safety Plan and Resident Information Form

WODA COOPER COMPANIES

614.396.3200
www.wodagroup.com
500 South Front St
10th Floor
Columbus, Ohio 43215

4/29/2026

Stephanie Flanders
Director of LIHTC Programs
Virginia Housing
601 S. Belvidere Street
Richmond, VA 23220

Re: Internet Service

Dear Ms. Flanders:

Please be advised that Harrison Pointe will provide free community room Wi-Fi restricted to development residents per the QAP and Tax Credit Manual. There will be a rotating password only accessible to residents. The Resident Education Information and Draft Resident Acknowledgment Form will be included in all tenant files.

The internet service provided will be 100 Mbps download and 20 Mbps upload.

Please see the following attached documents that will also be provided to residents:

- Draft Resident Acknowledgement Form
- Internet Security Plan
- Resident Internet Education Information

Sincerely,

WODA COOPER DEVELOPMENT, INC.

David Cooper, Jr.
President

WODA MANAGEMENT & REAL ESTATE LLC

Dorchester Street and Banks Street

Franklin, VA

This letter is in response to your request for information on the availability of service at Dorchester Street and Banks Street, Franklin, VA for development by AT&T.

This letter acknowledges that the above referenced Dorchester Street and Banks Street, Franklin, VA is located in an area served by AT&T. Any service arrangements for the listed development, or location will be subject to later discussions and agreements between the developer and AT&T. Please be advised that this letter is not a commitment by AT&T to provide service to the project, location or development.

Please contact me at the phone number included in this letter with any questions.

Thank you for contacting AT&T.

Tonya Mccafferty

tm1967@exo.att.com

614.396.3200
www.wodagroup.com
500 South Front St
10th Floor
Columbus, Ohio 43215

Resident Acknowledgement Form

RESIDENT INTERNET SERVICE - Acknowledgement of Responsibilities
By signing below, I acknowledge that I have been provided a copy and have thoroughly reviewed the Internet Security Plan and Resident Internet Education Information and understand the general rules of operation prior to use. I understand my responsibility as a user of the Internet and I agree to abide by the following Rules of Operation at all times.

Rules of Operation

- Computer usage for the purpose of illegal activity is absolutely NOT permitted and will be reported to authorities.
- Do not access pornographic or illicit sites via the internet.
- No smoking in the community room or business center.
- No profanity will be tolerated on-line or in-person.
- No rough-housing in the community room or business center.
- Surf at your own risk.

If there is any question regarding my or my child's behavior while using the community internet (including but not limited to, rough-housing, misuse of equipment, etc.), I or my child may be suspended from using the Internet service.

Furthermore, I acknowledge that free community room Wi-Fi internet service will be provided. I agree to use good judgement when using the free Wi-Fi internet service. I agree to avoid downloading questionable applications, and I agree to report any questionable applications links and emails. I have read the Rules of Operation above and I will abide by them.

By:____

Name (Print):______________________________________

Date:_______________________________________

WODA COOPER COMPANIES

614.396.3200
www.wodagroup.com
500 South Front St
10th Floor
Columbus, Ohio 43215

Harrison Pointe

INTERNET SECURITY PLAN

The internet service in the community room will have a rotating password that is only accessible to residents. The network router will be located in a secure area to which tenants will not have access. The router will have a secure firewall to prevent data breaches.

At move-in, we will provide Tenants with the attached security and safety information and guidelines and will ask Tenants to sign an Acknowledgement of Responsibilities statement to ensure that they are educated in the internet safety and security guidelines.

The Resident Education Information and Draft Resident Acknowledgment Form will be included in all tenant files.

Resident Internet Education Information

Internet Safety

Playing it safe while playing online

Hi there kids! I am Charlie Cardinal and this is Speedy the Crime Fighting Hamster. We are here to introduce you to the basics of Internet Safety and some of the villains you need to watch out for. There are some bad characters out there, so you have to protect yourself. Your parents won't always be there to watch out for you, so stay sharp, learn all you can, and stay safe!

Privacy & Personal Information

Privacy is being able to keep things secret or hidden from others.

Personal Information is information about you or your family such as your address, a social security number, your parent's bank account, or how much money they have.

Criminals love to get people's personal information because they can pretend to be you, or use your money to buy things.

They can also make money off of your information by selling it to others. Companies or other criminals will use your info to send you junk mail or spam emails.

Criminals learning your address can be very bad. They may break in and steal from you. Protect your safety and your belongings, by keeping your information a secret.

These bad people may even use your personal information to trick someone else in your circle of friends and family. People sometimes tell criminals things that they shouldn't if they think that they are communicating with someone they know.

Think before you click

Do you know who sent that email?

Passwords

One of the most important things you need to learn is how to create strong passwords. A password is a code you type in to let the computer know it is really you.

Having an easy to guess password could allow someone to snoop around in your private information.

The way to make your password strong is to never use your name or your birthday. Use something hard to guess, but easy for you to remember. Make your password at least 8 characters long, and mixing numbers, symbols, and upper and lower case letters makes the password strong just like Speedy. Avoid using the same password over and over. That way if they do figure out your password, they only gain access to one account. And never leave your passwords written down where someone can find it.

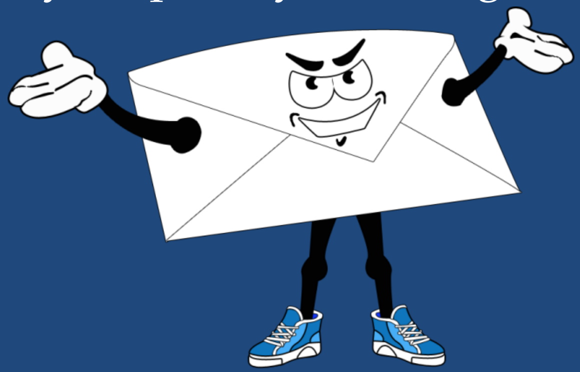
A great tool online that creates kid friendly passwords is the website, www.dinopass.com

Spam

Spam is basically email that you receive from different companies or strangers that you did not sign up for. Most times it isn't from real companies and usually the sender is up to no good.

Spam emails can sometimes be a phishing scam. Phishing emails are emails that look like it is from some trusted source. A place like your bank, the IRS where taxes are collected, or some other business you shop with often. They make their email look like it is the real thing with logos, and they put links in the email baiting you to click them. Once you click the link, you could be launching a program that can damage your computer in some way or collect your personal information.

Spam emails can also use winning a sweepstakes or some other type prize to trick you into trusting the email source. After they hook you in, they inform you that to collect your prize, you must give them your credit card number.



How do you know it is spam?

Spam emails typically have a bunch of spelling and grammar errors or a mention of someone you don't know in the subject line. Don't Open It! Delete those emails right away.

Malware

Malware is a program written with the intent to harm your computer in some way.

Programs such as this, may be waiting for you to do something(a trigger), so that it can run. This could be the clicking of the link or opening an email attachment.

When searching for free downloads online, be very careful. There are a lot of sites out there trying to trick you. They will pay to make their site get returned at the top of the list of search results. Then when you access the page, they use blinking buttons to trick you to click. The result of clicking usually ends up being your computer loaded up with malware.

Once your machine is infected, it can change browser settings, create unusual popup ads on your computer and then pass the malware on to someone else.

Spyware

Spyware is a program that gets onto your computer through a download or a virus and it gathers information about you and sends this back to its creator.

Some of the types of information spyware might send back to home base is email addresses of you or your contacts, passwords, account numbers, and credit card numbers.

Some spyware out there records how you use your computer and what you search for online.

Adware

Adware is software that you are allowed to use by the author because of the advertisements that pop up occasionally during the game. Many of these type games you will find in the form of apps on your phone or devices.

Through the addition of advertisements, the developer gains some income that may supplement a discount to the user, sometimes making the software free.

Often after using the product with the ads,
a consumer will purchase the software to get rid of the ads.

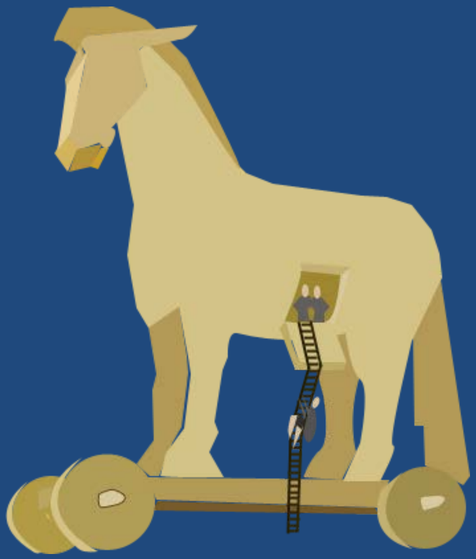
http://www.pctools.com/security-news/what-is-adware-and-spyware/

Trojan Horse

The name for the Trojan Horse virus was derived from tale of the Trojan Horse constructed by the Greeks to gain access to the city of Troy. The wooden horse was left at the gates as an offering to Athena. The horse was then wheeled into the city and out came Greek fighters hiding inside. http://www.britannica.com/topic/Trojan-horse

A Trojan horse virus is a form of malware that is dressed up as something interesting or software from a source we are familiar with. The purpose is to trick the person into installing it. This allows the creator of the Trojan to do damage to data or software on your computer. They also will set up a 'back door' or access point that allows them to access your system.

Trojan viruses don't spread by infecting other files and they cannot duplicate themselves.
http://www.webopedia.com/DidYouKnow/Internet/virus.asp



Worms

Worms are malware that can duplicate itself and spread to other computers. Worms always do something bad, even if it is just slowing things down.

Worms will frequently set up the ability for computers to be taken over by the worm's author by creating backdoors on the host computer. These computers are then called a "zombie computer". "Zombie computers" can be used to send out spam or as a shield to hide the web address of people who want to do bad things.

http://www.webopedia.com/TERM/Z/zombie.html

Virus

A virus is a small program that is created to spread from one computer to the next and to mess up the way your computer works.

Many times viruses hop from computer to computer via email attachments or messages. They can also hide in funny pictures(memes), e-cards, or other desirable file attachments. It can also be sent through an instant message.

A virus can corrupt your data, or worse, delete it. It can also email copies of itself to your friends.

Keeping your anti-virus software up to date is key to protecting against the latest viruses and other security threats.
https://www.microsoft.com/security/pc-security/virus-whatis.aspx

Social Media

Privacy settings on social media accounts are set up as public when you first get one. Unless you want everyone to be able to look at all of your photos and other private stuff, you must go into your account settings and change this.

Something to remember is whatever you post and say on your page can be shared by your friends. Think about what you post online, BEFORE you do it. What you post, could be seen by anyone at any time depending on your settings and the friends you keep. Because we can take pictures of our screens, there is really no setting that can protect you. Think twice about what you are sharing with others, so there are no regrets later.

Make sure you know the people that you accept friend requests from. Sometimes people try to friend you to hack your Facebook account or access your contacts. Once you are hacked they will send out strange messages or friend requests to your contacts. Protect your friends and yourself by being cautious with friends and creating strong passwords for your social media accounts.

Geotagging

Geotagging is the bit of data that your electronic device packages with your picture that has information about where the picture was taken. This is something that can be turned on and off in your device and typically comes turned on until you change the setting.

When your photo is geotagged, this gives people information about your location. Letting outsiders know where you are, can allow them to plan to steal your belongings or vandalize your home.

Consider if you post a photo every Wednesday in your outfit ready to walk to ball practice and geotagging is turned on. This shows you have a routine and gives a rough area you will be in. A predator could come and take you away.

Another issue with allowing the geotagging to occur is you don't have control of your own privacy. Everyone does not need to know where you are all of the time, keep this information private.
http://www.nytimes.com/2010/08/12/technology/personaltech

Be Careful of What You Say!

Defamation: Defamation is the blanket word used for all types of untrue statements made about others. [Definition of Defamation on Law.com]

Slander: When someone orally tells one or more people an untruth about someone, which will harm the reputation of the person it is about. It is not slander if the untruth is in writing of some sort or if it is broadcast through television or radio. [Definition of Slander on Law.com]

Libel: This is where someone publishes to print(including pictures), written word, online posts, blogs, articles, or broadcast through radio, television, or film, an untruth about another which will do harm to the person's reputation. [Definition of Libel on Law.com]

Be Careful of What You Say!

Much of the things people post online may get ignored, and you may get lucky and avoid legal action. But, when someone gets angry and files a lawsuit it can cause a major headache and possibly hit you hard in the wallet.

You might think you should have a right to openly complain about a company and their bad service or lousy product. Well when it comes to this, it is not always that simple. You can get sued for this and even if the judge agrees with you, you still have to pay for a defense attorney. Think twice and make sure that whatever you have to say is worth any headache you may have pop up later.
http://ideas.time.com/2013/01/07/yelp-reviewers-beware-you-can-get-sued/

On social media, people get into the habit of letting their emotions get the better of them and they end up speaking their minds about others online. When that person feels that this damages their character, they may opt to sue the other person for defamation. Even if their case is not successful, the stress, money, and time that you spend defending yourself is not worth it. To read more about defamatory social media posts, click here.

Stranger Danger Online

When you think of being on your computer or other electronic device in your own home, you probably think you are safe. Your mom is in the next room, what could happen?

Well there are people online that are up to no good. They go in chat rooms and pop up on your instant messenger, looking for someone to "groom".

What is grooming you say? Well, grooming is when a stranger(can be any age) finds someone they are interested in, usually a minor. They act really nice and maybe they pretend they are much younger than they really are, like they are a kid just like you. Then they try to get you to like them and to trust them. They may ask you not to tell anyone you are talking to them. This is not okay and is a warning sign of a possible groomer.

How to Protect Yourself in Online Chats

- Choose chat sites designed for kids, such as www.kidzworld.com. Kidzworld is moderated and its aim is to protect kids from unwanted requests and online bullying.
- Beware of people you don't know. If they are asking too many questions or being too friendly they may be up to no good.
- If someone asks you to send them a picture or sends you a picture or video that is inappropriate, tell an adult or report them to the site moderators.
- Don't give out personal information to strangers online
- Don't tell strangers where you live or give them your telephone number
- Don't send strangers pictures of you or others
- If you are being bullied or threatened online, tell an adult or someone you trust

Cyberbullying

- Cyberbullying is the **willful and repeated harm** inflicted through the use of computers, cell phones, and other electronic devices.
- Using PhotoShop or other tools to create harassing images.
- Posting jokes about another person on the internet
- Using the internet to entice a group to physically harm another person.
- Making threats online using IM, email, social networking sites, or other electronic devices.

Consequences of Cyberbullying

Anything that you write, pictures that you post, or videos that you upload can be used by your school to **suspend** you.

College students have been removed from their athletic teams and lost college funding for writing negative comments about their coach.

When applying to colleges, they will search online to see what kind of person you are. They can deny you access if they don't like what they find.

When businesses are looking at people to hire for a job they will many times use social media to see what kind of person they are. Mean or inappropriate type posts can prevent you from getting the job you desire.

Cyberbullying can also be considered a crime and participating in this type of behavior can land you in big trouble.

Consequences of Cyberbullying

- § 18.2-152.7:1. Harassment by Computer; Penalty makes cyberbullying a crime.
- Carries a $2500 fine and punishable by up to **12 months in prison**.

There are many websites designed to inform and decrease the number of bullying cases we see each year. The U.S. Department of Health and Human Services has created a website with lots of resources to help combat bullying of all kinds - www.stopbullying.gov
If you experience cyberbullying or witness it, tell someone such as a school counselor, teacher, or a parent.

The Effects of Cyberbullying

- Victims feel depressed, sad, angry, and frustrated.
- Victims become afraid and/or embarrassed to attend school.
- Can lead to low self-worth, family problems, academic problems, school violence, and bad behavior.
- Victims can also develop thoughts of killing themselves and possibly act on these feelings.
- There are no positive effects of cyberbullying, only pain and suffering for the victims.
- The affects of being bullied can affect the victim into adulthood and prevent them from being all they can be in the future.

Dealing with Cyberbullying

- Never do the same thing back, 2 wrongs don't make a right
- Tell them to stop
- Block their access to you
- Report it to the site you are on such as Facebook or Twitter
- NEVER pass along messages from cyberbullies, stop the spread of this behavior
- Set up privacy controls and keep the bully out of your friends list
- Don't be a cyberbully yourself
- If you witness someone getting bullied, tell someone so it can be stopped. Many times the person being bullied won't tell out of fear.
- Spread the word that bullying is not cool
- Don't laugh or encourage the bully, it is not funny and it can lead to major trouble for the person doing the bullying.

About Sexting

“Sexting” is when someone sends or receives sexually explicit or non-PG Rated pictures or video electronically, mainly via cell phones or tablets.

The numbers on how many teens say that they have sent/posted nude or semi-nude pictures or videos of themselves is upsetting.
20% of teens between 13 to 19 years of age have engaged in sexting.
22% of teen girls
18% of teen boys
11% of teen girls between 13 to 16 years of age have engaged in sexting.

Did you know that if you forward a picture of a sexual or nude photo of someone underage, you are as responsible for the image as the original sender?? You can be charged with a crime.

Many teens don’t realize that if you send a picture of yourself that is inappropriate and that picture ends up online, it could be there forever. You can never fully delete things that end up on the web.

About Sexting

There is no age minimum that protects young people from getting charged with a sexual offense.

Something that you think is okay or just a joke, might land you in a ton of trouble. For example, you might take a picture of your friend naked to embarrass them, but if they are under the age of 18, this is considered production of child pornography.

If you are sent something inappropriate, do not share it and don't delete it. Tell an adult immediately. You may feel like you are getting your friend into trouble, but you are protecting yourself and you are protecting them. They may not be thinking about the consequences or the effect this behavior can have on their future.

Anyone that gets convicted of a sex offense, will have to register as a sex offender. Sex offenders have to keep their address updated and keep a current photo with the police. The information goes on the sex offender registry where anyone can go and see your picture and where you live online.

REMEMBER: You can't control what other people do with your photos. Even if you think you are sending it to someone you can trust, they may end up surprising you. You can't trust anyone with something as private as that. Don't Do It!

Legal Consequences of Sexting

- The Virginia Department of Education has an excellent resource with real life examples of the consequences of sexting that can be found here.

- The Attorney General's Virginia Rules website is designed to give Virginia Youth information on all the laws in the state. Virginia Rules has extensive information on sexting and other internet security risks.

- This article in The Virginian-Pilot tells a story of five Virginia teens getting charged with felonies for sexting and being in possession of sexually explicit photos of a minor, read more about it here.

Information Provided By:

Office of the Attorney General
202 North Ninth Street
Richmond, Virginia 23219
(804) 786-2071
www.ag.virginia.gov

Tab X:

Marketing Plan for units meeting accessibility requirements of HUD section 504

Marketing Plan

I. Leasing Preference for Target Population Identified in MOU between the Authority and the Commonwealth

Unless prohibited by any applicable federal subsidy program, a "first preference" will be given for individuals meeting the following criteria:

- In a target population identified in a memorandum of understanding between Virginia Housing and one or more participating agencies of the Commonwealth.
- Having a voucher or other binding (a locality resolution may be acceptable) commitment for rental assistance from the Commonwealth.
- Referred to the development by a referring agent approved by Virginia Housing.

This leasing preference will be applied to ten percent of units at any given time.

II. Marketing and Outreach

1. Internet Search and Digital Advertising

Woda Management & Real Estate, LLC will also list the property on the following websites at the start of lease up and for the duration of the compliance period:

- The property will be listed on **www.virginiahousingsearch.com** , which includes information on amenities available for the Target Population(s). It will be listed at the start of lease up and for the duration of the compliance period.
- www.hud.gov
- www.craigslist.org
- www.accessva.org
- http://dbhds.virginia.gov
- www.wodagroup.com
- Other applicable apartment listing websites

2. Print Media

Print media sources will also be identified in the area that cater to people with disabilities as well as the public at large. These sources may include, but are not limited to, rental magazines such as the *Apartment Shoppers Guide, Apartments For Rent*, local newspapers, etc. All advertising materials related to the project will contain the Equal Housing Opportunity logotype, slogan or statement, in compliance with the Fair Housing Act, as well as the fact that units for people with disabilities are available.

3. Resident Referrals

An effective Resident Referral program will be set up, in which current residents will be rewarded for referring friends, coworkers, and others who may have disabilities to the property. These referrals are generally the best form of advertising as it attracts friends who will want to reside together, thus binding the community. ***Residents will be offered incentives, to be determined, for referring qualified applicants who rent at the property.*** Flyers will be distributed to residents along with the project newsletter announcing the tenant referral program.

4. Marketing Materials

Additional marketing materials are needed in order to further support the specific marketing effort to people with disabilities. All printed marketing materials will include the EHO logo. The marketing will also emphasize the physical and administrative compliance with Americans with Disabilities Act.

These marketing materials include:

- **Brochures or news media coverage** –A simple, two-color brochures can be produced at low cost which will effectively sell the apartments and community. This brochure will include a listing of features and amenities. News media may include the local newspaper and/or the local television station

- **Flyers** - As mentioned earlier, a flyer campaign can be used effectively to market the community. Each flyer will incorporate graphics as well as a small amount of copy and will be designed to generate traffic.

- **Resident Referral** - The least expensive form of advertising is through Resident Referrals. A flyer will be created and distributed to all residents announcing the incentive program. (ex. $50-$100 per referral, paid upon move in). In addition to being distributed to all residents, the referral flyer should be left in the Management office and will be included in the move in packet. (People are most inclined to refer their friends in the first few weeks of their tenancy.) The flyers should be changed several times each year to reflect the season or any type of special referral program.

III. Public and Community Relations

Equal Housing Opportunity promotions - all Site Signage containing the EHO logo and Fair Housing posters will be displayed in English and Spanish in the Rental Office. Also posted in the Rental Office will be instructions to anyone who believes they have been discriminated against to contact the Regional Manager at WMRE directly. WMRE encourages and supports an affirmative marketing program in which there are no barriers to obtaining housing because of race, color, religion, national origin, sex, elderliness, marital status, personal appearance, sexual orientation, familial status, physical or mental disability, political affiliation, source of income, or place of residence or business.

Additionally, a public relations program will be instituted to create a strong relationship between management and local disability organizations, neighborhood civic organizations, churches, mosques, synagogues, city officials, and other sources of potential qualified residents still to be identified.

IV. Tenant Selection and Orientation

The first contact with the management operations is an important one in attracting qualified residents; therefore, the management/leasing offices should convey a sense of professionalism, efficiency, and cleanliness. The management/leasing office is designed to provide a professional leasing atmosphere, with space set aside specifically for resident interviews and application assistance. The leasing interviews will be used to emphasize the respect afforded to the resident and the responsibilities which the resident will be expected to assume.

Times of Operation - the Management Office will be open Monday through Thursday from 9:00 A.M. to 2:00 P.M. Applicants will be processed at the Management Office in accordance with approved criteria. Move-in process and orientation to property - applicants meet with the Housing Manager or designated staff to discuss programs available on the property and will be supplied relevant information to assist them in their move.

On-site staff will perform housekeeping/home visits, check previous landlord and personal references, verify income, perform criminal/sex offender and credit background checks for each application submitted. Tenant Selection will include minimum income limits assigned by the Owner/HUD. New tenants will be given an orientation to the property including a review of the rules and regulations, information on the area, proper use of appliances, move-out procedures, maintenance procedures, rent payment procedures, energy conservation, grievance procedures, and a review of the Lease documents.

Tenant Selection Criteria

Tenant Selection will include maximum income standards under the Low-Income Housing Tax Credit and Section 8 programs. Selection criteria will also include student status guidelines pursuant to the Low-Income Housing Tax Credit program. Tenant selection criteria or leasing terms with respect to individuals receiving a target population leasing preference will be no more restrictive than the tenant selection criteria or leasing terms applicable to prospective tenants in the Development that do not receive this preference.

Management will commit that no annual minimum income requirement that exceeds the greater of $3,600 or 2.5 times the portion of rent to be paid by tenants receiving rental assistance.

Application Processing

Application processing will be done by the housing staff at the Management Office, who are trained and experienced in Fair Credit Law. As stated before, the processing will include a review of prior landlord references, personal references, criminal/sex offender and credit reporting and income verification. The on-site staff will make further reviews for inaccuracies in the application.

The annual income and family composition are the key factors for determining eligibility. However, the Property Manager will also use the following criteria in selecting applicants for occupancy:

- Applicants must be individuals, not agencies or groups.

- Applicants must meet the current eligibility income limits for tax credits and any other program requirements.

- We will process the Rental Applications through a credit bureau to determine the credit worthiness of each applicant. If the score is below your threshold, but you have determined the applicant has no bad credit *and* no negative rental history *and* no criminal history and enough income to qualify, then you can conditionally approve the application after you have contacted the prior landlord. In these cases, the application must be reviewed by the Associate Director before final approval.

  Note- If the applicant's denial is based upon a credit report, the applicant will be advised of the source of the credit report in accordance with the Federal Fair Reporting Act. Guidelines published by the Federal Trade Commission suggest that apartment managers fall under the provisions of the Act and are obligated to advise the person refused an apartment for credit reasons, the name and address of the credit reporting firm in writing. The credit report will not be shown to the applicant, nor will specific information be revealed.

- We will process the Rental Application through a credit bureau to determine any possible criminal conduct. Convictions will be considered, regardless of whether "adjudication" was withheld. A criminal background check will be used as part of the qualifying criteria. An applicant will automatically be denied if;
  - There is a conviction for the manufacture, sale, distribution, or possession with the intent to manufacture, sell or distribute a controlled substance within the past five years.
  - There is evidence in the criminal history that reveals that the applicant has developed a pattern of criminal behavior, and such behavior presents a real or potential threat to residents and/or property.
  - The application will be suspended if an applicant or member of the applicant's family has been arrested for a crime but has not yet been tried.

The application will be reconsidered, within the above guidelines, after such legal proceedings have been concluded.

- Applicants must provide complete and accurate verification of all income of all family members. The household's annual income may not exceed the applicable limit and the household must meet the subsidy or assisted Income Limits as established for the area in which Wells Pointe is located. The annual income is compared to the area's Income Limits to determine eligibility.

- Family composition must be compatible for units available on the property.

- Applicants must receive satisfactory referrals from all previous Landlords.

- Applicants must provide verification of full-time student status for all individuals listed on the application as full-time student for tax credit units.

- Applicants must not receive a poor credit rating from the Credit Bureau and other credit reporting agencies and must demonstrate an ability to pay rent on time.

- Applicants must provide a doctor's statement and/or other proof of any handicap or disability if required.

- Applicants must provide a birth certificate or other acceptable HUD approved forms of documentation for all household members.

- Applicants must complete the Application for Lease and all verification forms truthfully.

- Applicants must provide all information required by current Federal regulations and policies.

- Applicants must have the demonstrated ability to maintain acceptable housekeeping standards.

- Applicants must meet current Federal program eligibility requirements for tax credits and any other programs.

- Applicants must meet current Federal program eligibility requirements for tax credits and any other programs.

- Preference will be given to those households whose family members are handicapped or disabled for housing in the units specifically designated for the handicapped or disabled.

- Applicants who meet the above criteria will be placed on a waiting list based on the date and time of their application. If an applicant turns down a unit for any reason, the applicant will be moved to the bottom of the waiting list. If the applicant turns down a unit for any reason a second time, the applicant will be removed from the waiting list.

Tab Y:

Inducement Resolution for Tax Exempt Bonds

NOT APPLICABLE

Tab Z:

Documentation of team member's Diversity, Equity and Inclusion Designation or Veteran Owned Small Business certification

VSOB/SWAM CONTRACT CERTIFICATION
(TO BE PROVIDED AT TIME OF APPLICATION)

LIHTC Applicant Name Harrison Pointe Limited Partnership

Name of VSOB or SWaM Service Provider Cappano Lumber LLC

Part II, 13VAC10-180-60(E)(5)(e) of the Qualified Allocation Plan (the "QAP") of the Virginia Housing Development Authority (the "Authority") for the allocation of federal low income housing tax credits ("Credits") available under §42 of the Internal Revenue Code, as amended, provides that an applicant may receive points toward its application for Credits for entering into at least one contract for services provided by a (i) a veteran-owned small business (VOSB) as certified by the U.S. Department of Veterans Affairs, Office of Small and Disadvantaged Business Utilization, or the U.S. Small Business Administration, or (ii) a business certified as service-disabled veteran-owned through the Commonwealth of Virginia's SWaM Certification Program. Any applicant seeking points from Part II, 13VAC10-180-60(E)(5)(e) of the QAP must provide in its application this certification together with a copy of the service provider's VOSB certification or Commonwealth of Virginia's SWaM Program certification. The certification and information requested below will be used by the Authority in its evaluation of whether an applicant meets such requirements.

Complete a separate form for each VOSB or SWaM Service Provider. Note: Contracts used to claim points in Part II, 13VAC10-180-60(E)(5)(a) of the QAP may **not** also be used to claim points under 13VAC10-180-60(E)(5)(e).

INSTRUCTIONS:

Please complete all* parts below. *Omission of any information or failure to certify any of the information provided below may result in failure to receive points under Part II, 13VAC10-180-60(E)(5)(e) of the QAP.

1. The VOSB or SWaM Service Provider will provide the following services and roles eligible for points under the QAP:

X consulting services to complete the LIHTC application;
X ongoing development services through the placed in service date;
___ general contractor;
___ architect;
___ property manager;
___ accounting services; or
___ legal services.

2. Please describe in the space below the nature of the services contracted for with the VOSB or SWaM certified service provider listed above. Include in your answer the scope of services to be provided, when said services are anticipated to be rendered, and the length of the contract term.

Cappano Lumber LLC was engaged prior to application submission as a consultant to the Applicant for purposes of estimating construction costs, particularly in the provision of lumber. Further, if awarded credits, the Applicant plans to engage Cappano Lumber LLC as a subcontractor in its areas of expertise during construction until the project is placed in service. In addition, Cappano Lumber LLC will also serve as a consultant until the placed in service date including attending draw meetings and veteran hiring for construction trades.

3. Attach to this certification a copy of the service provider's current VOSB certification from the U.S. Department of Veterans Affairs, Office of Small and Disadvantaged Business Utilization, or the U.S. Small Business Administration or attach to this certification a copy of the service provider's current service-disabled veteran-owned certification from the Commonwealth of Virginia's SWAM Program.

4. The undersigned acknowledge by their signatures below that prior to the Authority's issuance of an 8609 to the applicant, the undersigned will be required to certify that the VOSB or SWaM service provider successfully rendered the services described above, that said services fall within the scope of services outlined within Part II, 13VAC10-180-60(E)(5)(e) of the QAP, and that the undersigned service provider is still a business certified as a VOSB by the U.S. Department of Veterans Affairs, Office of Small and Disadvantaged Business Utilization, or the U.S. Small Business Administration or that the undersigned service provider is still a business certified as service-disabled veteran-owned through the Commonwealth of Virginia's SWaM) Program.

5. The undersigned further acknowledge that no spousal relationship exists between any principal of the applicant and any principal of the undersigned service provider.

[Contract Certification and signatures appear on following page]

CONTRACT CERTIFICATION

The undersigned do hereby certify and acknowledge that they have entered into with each another at least one contract for services as described herein; that said services fall within the scope of services outlined within Part II, 13VAC10-180-60(E)(5)(e) of the QAP; that the undersigned service provider is a business certified as a VOSB by the U.S. Department of Veterans Affairs, Office of Small and Disadvantaged Business Utilization, or the U.S. Small Business Administration or that the undersigned service provider is a business certified as service-disabled veteran-owned through the Commonwealth of Virginia's SWaM) Program; that no spousal relationship exists between any principal of the applicant and any principal of the undersigned service provider; and that it is the current intention of the undersigned that the services be performed (i.e., the contract is *bona fide* and not entered into solely for the purpose of obtaining points under the QAP). The undersigned do hereby further certify that all information in this certification is true and complete to the best of their knowledge, that the Authority is relying upon this information for the purpose of allocating Credits, and that any false statements made herein may subject both the undersigned applicant and the undersigned service provider to disqualification from current and future awards of Credits in Virginia.

APPLICANT:

Harrison Pointe Limited Partnership
____
Name of Applicant

____
Signature of Applicant

David Cooper, Jr. - Authorized Representative
____
Printed Name and Title of Authorized Signer

VOSB OR SWAM CERTIFIED SERVICE PROVIDER:

Cappano Lumber LLC
____
Name of VOSB or SWaM Certified Service Provider

____
Signature of VOSB SWaM Certified Service Provider

James Cappano, President
____
Printed Name and Title of Authorized Signer

12/02/2024

James Cappano
CAPPANO LUMBER LLC
3100 DILLON FALLS RD ZANESVILLE, OH 43701

Dear James Cappano,

Congratulations! I am pleased to inform you that CAPPANO LUMBER LLC has been approved for the following U.S. Small Business Administration (SBA) certification(s):

- Veteran-Owned Small Business (VOSB)

CAPPANO LUMBER LLC is eligible for VOSB contracts and will be identified as a certified VOSB program participant in as of the date of this letter, **12/02/2024.**

To align with your existing certification, your effective date for recertification for all your SBA certifications is **12/02/2024. Your first certification renewal will be due 12/02/2027.**

Responsibilities

The information below sets forth requirements related to your business' continued eligibility and its responsibilities as a certified program participant:

- **Reporting Changes:** You are required to notify SBA in writing of changes to your business that could affect its eligibility. Please refer to the attached supplemental pages for more details and examples.
- **System for Award Management (SAM.gov):** You must keep the business' SAM.gov profile and DSBS records up-to-date in order for the business to receive benefits from our Programs (i.e., to be identified by contracting officers as eligible to be awarded small business set-aside contracts and to be paid under any such contracts). You must validate your business' SAM.gov information at least annually or your SAM.gov registration will become inactive. If you need assistance in updating the business' SAM.gov or DSBS information, please go to the SAM.gov Help Desk at https://fsd.gov/fsd-gov/home.do.
- **Notices from SBA:** You are responsible for responding to notices from SBA, including but not limited to notices regarding certification renewals, eligibility reviews, protests, proposed decertification and termination actions, and recertification requirements. All SBA Programs send such notices to the business' email address listed in its MySBA Profile. If the business fails to respond to these notices, SBA will propose the business for decertification or termination and may subsequently decertify or terminate it from participation in SBA Programs. Therefore, it is critical that you keep the business' SAM.gov and MySBA profiles current, including listing an active email address for contacting the business, and check your email's SPAM folder to make sure that you are receiving emails from SBA.

- **Contracting Requirements:** You are required to comply with limitations on subcontracting requirements and nonmanufacturer rule when performing any small business set-aside contracts (see 13 CFR 125.6)

Resources and More Information

As a certified program participant, there are valuable free resources available to you, including:

- SBA Resource Partners: For general assistance on various topics, information on SBA programs, and upcoming small business events in your area. You can find your local resource partner by visiting: https://www.sba.gov/tools/local-assistance.
- The “Contract Opportunities” function in SAM.gov (https://sam.gov/content/opportunities) serves as a central listing for Federal procurement opportunities. Anyone interested in doing business with the government can use this system to search opportunities. In addition, the “Contract Data” function in SAM.gov (https://sam.gov/content/contract-data) is a database accessible to the public at no cost and you may use it to learn about contract awards to businesses in various socioeconomic categories.
- SBA’s Surety Bond Guarantee Program helps small businesses establish or increase bonding capacity. Bond guarantees increase eligibility for contracts up to $10M. Go to http://www.sba.gov/osg to find an SBA authorized agent.
- APEX Accelerators are an official government contracting resource for small businesses. Find your local APEX Accelerator for free government expertise related to contract opportunities.

Downloading Certification Icons

As a certified business participating in the program(s), you may visit SBA’s website to download SBA-approved digital icons that indicate your certification status for use on your business’ website, business cards, social media profiles, and in your capability statements and proposal bids. However, you **cannot** use the digital icon to express or imply endorsement of any goods, services, entities, or individuals. Thus, the digital icon **cannot** be used on a company’s letterhead, marketing materials or advertising, paid or public service announcements, in traditional or digital format.

Misrepresentation

Any business found to have willfully misrepresented its certification status in obtaining an SBA program set-aside or sole source award may be subject to a range of civil and criminal penalties, treble damages under the False Claims Act, and/or suspension or debarment from federal contracting.

Next Steps

It is important that you review the attached supplemental pages carefully. These pages contain vital details about the program(s) you are now certified in, including period of eligibility, next steps, guidelines, and additional resources.

Our SBA team is here to support you and your business as you pursue new growth and build capacity. Please keep a copy of this letter to confirm CAPPANO LUMBER LLC's continued program eligibility. Wishing you much success!

Sincerely,

John Perkins
Government Contracting and Business Development
Office of Certifications and Eligibility

Tab AA:

Priority Letter from Rural Development

NOT APPLICABLE

TAB AB:

Social Disadvantage Certification or Veteran Owned Small Business Certification

VOSB PRINCIPAL CERTIFICATION

Individual's Name James Cappano

LIHTC Applicant Name Harrison Pointe Limited Partnership

Part II, 13VAC10-180-60(E)(5)(f), of the Qualified Allocation Plan (the "Plan") of the Virginia Housing Development Authority (the "Authority") for the allocation of federal low income housing tax credits ("Credits") available under §42 of the Internal Revenue Code, as amended, provides that an applicant may receive thirty (30) points toward its application for Credits for demonstrating that at least one of its principals (i) is an individual or entity that is either a veteran-owned small business (VOSB) (as certified by the U.S. Department of Veterans Affairs, Office of Small and Disadvantaged Business Utilization, or the U.S. Small Business Administration) or a business certified as service-disabled veteran-owned through the Commonwealth of Virginia's SWaM Certification Program; (ii) that said principal also has an ownership interest of at least 25% in the controlling general partner or managing member for the proposed development; and (iii) that no spousal relationship exists between said principal and any other principal having an ownership interest in the development who does not also possess a VOSB certification or service-disabled veteran-owned Virginia SWaM certification.

INSTRUCTIONS:

Please describe the ownership interest of the VOSB or service-disabled veteran-owned business in the general partner or managing member of the applicant for Credits (provide any supporting documentation necessary to verify said ownership interest, such as the organizational chart provided elsewhere in the application for Credits). Note that the ownership interest described in this section may not be the same interest used to obtain points for participation by a socially disadvantaged individual under 13VAC10-180-60(E)(5)(b) of the QAP (i.e., to claim points under both 13VAC10-180-60(E)(5)(b) and 13VAC10-180-60(E)(5)(f), the principal must have at least 50% ownership interest in the controlling general partner or managing member).

Omission of any information or failure to certify any of the information provided below may result in failure to receive points under Part II, 13VAC10-180-60(E)(5)(f) of the Plan. Though the information requested below is of a personal nature, please note that all information provided on this form shall be subject to the Virginia Freedom of Information Act, § 2.2-3700, et seq.

James Cappano will own 25% of the General Partner Interest in Harrison Pointe Limited Partnership.
Please see the organization chart in Tab A for Verification.

Description of Ownership Interest: [continued]

[Application continues on following page]

CERTIFICATION OF ELIGIBILITY

I hereby certify the following:

- that the undersigned principal has an ownership interest of at least 25% in the controlling general partner or managing member for the proposed development, as required by the Plan;
- no spousal relationship exists between the undersigned principal and any other principal having an ownership interest in the development who is not also a veteran-owned small business (as certified by the U.S. Department of Veterans Affairs, Office of Small and Disadvantaged Business Utilization, or the U.S. Small Business Administration) or a business certified as service-disabled veteran-owned through the Commonwealth of Virginia's SWaM Certification Program; and
- I hereby further certify that all information in this certification is true and complete to the best of my knowledge, that the Authority is relying upon this information for the purpose of allocating Credits, and that any false statements made herein may subject both the undersigned principal and the undersigned applicant to disqualification from current and future awards of Credits in Virginia.

APPLICANT:

Harrison Pointe Limited Partnership

Name of Applicant

Signature of Applicant

David Cooper Jr. - Authorized Representative

Printed Name and Title of Authorized Signer

PRINCIPAL:

Signature of Qualifying Principal

James Cappano - Member of Harrison Pointe Limited Partnership

Printed Name and Title of Qualifying Principal

12/02/2024

James Cappano
CAPPANO LUMBER LLC
3100 DILLON FALLS RD ZANESVILLE, OH 43701

Dear James Cappano,

Congratulations! I am pleased to inform you that CAPPANO LUMBER LLC has been approved for the following U.S. Small Business Administration (SBA) certification(s):

- Veteran-Owned Small Business (VOSB)

CAPPANO LUMBER LLC is eligible for VOSB contracts and will be identified as a certified VOSB program participant in as of the date of this letter, **12/02/2024.**

To align with your existing certification, your effective date for recertification for all your SBA certifications is **12/02/2024. Your first certification renewal will be due 12/02/2027.**

<u>Responsibilities</u>

The information below sets forth requirements related to your business' continued eligibility and its responsibilities as a certified program participant:

- **Reporting Changes:** You are required to notify SBA in writing of changes to your business that could affect its eligibility. Please refer to the attached supplemental pages for more details and examples.
- **System for Award Management (SAM.gov):** You must keep the business' SAM.gov profile and DSBS records up-to-date in order for the business to receive benefits from our Programs (i.e., to be identified by contracting officers as eligible to be awarded small business set-aside contracts and to be paid under any such contracts). You must validate your business' SAM.gov information at least annually or your SAM.gov registration will become inactive. If you need assistance in updating the business' SAM.gov or DSBS information, please go to the SAM.gov Help Desk at https://fsd.gov/fsd-gov/home.do.
- **Notices from SBA:** You are responsible for responding to notices from SBA, including but not limited to notices regarding certification renewals, eligibility reviews, protests, proposed decertification and termination actions, and recertification requirements. All SBA Programs send such notices to the business' email address listed in its MySBA Profile. If the business fails to respond to these notices, SBA will propose the business for decertification or termination and may subsequently decertify or terminate it from participation in SBA Programs. Therefore, it is critical that you keep the business' SAM.gov and MySBA profiles current, including listing an active email address for contacting the business, and check your email's SPAM folder to make sure that you are receiving emails from SBA.

- **Contracting Requirements:** You are required to comply with limitations on subcontracting requirements and nonmanufacturer rule when performing any small business set-aside contracts (see 13 CFR 125.6)

Resources and More Information

As a certified program participant, there are valuable free resources available to you, including:

- SBA Resource Partners: For general assistance on various topics, information on SBA programs, and upcoming small business events in your area. You can find your local resource partner by visiting: https://www.sba.gov/tools/local-assistance.
- The "Contract Opportunities" function in SAM.gov (https://sam.gov/content/opportunities) serves as a central listing for Federal procurement opportunities. Anyone interested in doing business with the government can use this system to search opportunities. In addition, the "Contract Data" function in SAM.gov (https://sam.gov/content/contract-data) is a database accessible to the public at no cost and you may use it to learn about contract awards to businesses in various socioeconomic categories.
- SBA's Surety Bond Guarantee Program helps small businesses establish or increase bonding capacity. Bond guarantees increase eligibility for contracts up to $10M. Go to http://www.sba.gov/osg to find an SBA authorized agent.
- APEX Accelerators are an official government contracting resource for small businesses. Find your local APEX Accelerator for free government expertise related to contract opportunities.

Downloading Certification Icons

As a certified business participating in the program(s), you may visit SBA's website to download SBA-approved digital icons that indicate your certification status for use on your business' website, business cards, social media profiles, and in your capability statements and proposal bids. However, you **cannot** use the digital icon to express or imply endorsement of any goods, services, entities, or individuals. Thus, the digital icon **cannot** be used on a company's letterhead, marketing materials or advertising, paid or public service announcements, in traditional or digital format.

Misrepresentation

Any business found to have willfully misrepresented its certification status in obtaining an SBA program set-aside or sole source award may be subject to a range of civil and criminal penalties, treble damages under the False Claims Act, and/or suspension or debarment from federal contracting.

Next Steps

It is important that you review the attached supplemental pages carefully. These pages contain vital details about the program(s) you are now certified in, including period of eligibility, next steps, guidelines, and additional resources.

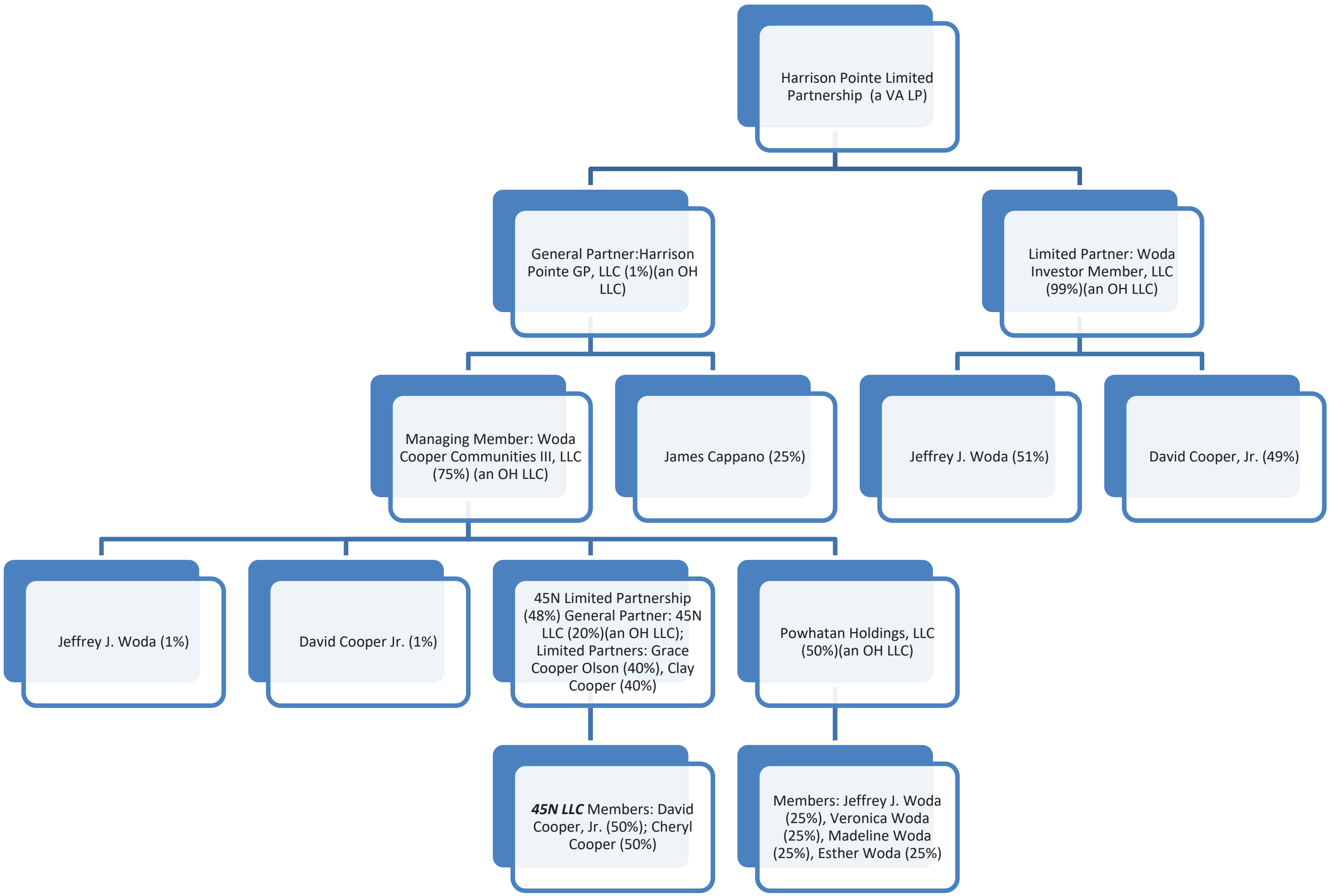
Our SBA team is here to support you and your business as you pursue new growth and build capacity. Please keep a copy of this letter to confirm CAPPANO LUMBER LLC's continued program eligibility. Wishing you much success!

Sincerely,

John Perkins
Government Contracting and Business Development
Office of Certifications and Eligibility

Harrison Pointe Limited Partnership

Organizational Structure Pre Equity



Harrison Pointe Limited Partnership

Organizational Structure Post Equity