
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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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.

☒	\$1,000 Application Fee (MANDATORY) - Invoice information will be provided in your Procorem Workcenter
☒	Electronic Copy of the Microsoft Excel Based Application (MANDATORY)
☒	PDF Copy of the <u>Signed</u> Tax Credit Application with Attachments (Tabs A-AB) (MANDATORY)
☒	Electronic Copy of the Market Study (MANDATORY - Application will be disqualified if study is not submitted with application)
☒	Electronic Copy of the Plans (MANDATORY)
☒	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)
☒	Electronic Copy of Environmental Site Assessment (Phase I) (MANDATORY if 4% credits requested)
☒	Electronic Copy of Signed Previous Participation Agreement
☐	
☒	Tab A: Chart of ownership structure with percentage of interests (see manual for details) (MANDATORY)
☒	Tab B: Virginia State Corporation Commission Certification (MANDATORY)
☒	Tab C: Syndicator's or Investor's Letter of Intent (MANDATORY)
☐	Tab D: <i>Any supporting documentation related to List of LIHTC Developments or Previous Participation Agreement</i>
☒	Tab E: Site Control Documentation & Most Recent Real Estate Tax Assessment (MANDATORY)
☒	Tab F: Third Party RESNET Rater Certification and Sample HERS certificates (MANDATORY)
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☐	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)
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☒	Tab X: Marketing Plan for units meeting accessibility requirements of HUD section 504
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☐	Tab AA: Priority Letter from Rural Development
☐	Tab AB: Ownership's Veteran Owned Small Business Certification

VHDA TRACKING NUMBER

2026-FEB-22

A. GENERAL INFORMATION ABOUT PROPOSED DEVELOPMENT

Application Date: 1/14/2026

1. Development Name: Agape Chantilly House Phase 1 - 4%
2. Address (line 1): 3870 Centerview Drive
 Address (line 2):
 City: Chantilly State: VA Zip: 20151
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: 00.00000 Latitude: 00.00000
 (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 Fairfax County
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: 4825.05
7. Development is located in a **Qualified Census Tract**. FALSE *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**. FALSE
10. Development is located in a **Revitalization Area designated by resolution or by the locality**. TRUE
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% |
|-------------|--------------|--------------|
| <u>TRUE</u> | <u>FALSE</u> | <u>FALSE</u> |
13. Development is located in a medium or high-level economic development jurisdiction based on table. TRUE
14. Development is located on land owned by federally or Virginia recognized Tribal Nations. FALSE
- Enter only Numeric Values below:**
15. Congressional District: 11
 Planning District: 8
 State Senate District: 36
 State House District: 9

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

Agape Chantilly House 1 - 4% is a 50-unit multi-family development (age-restricted) in Fairfax, Virginia. The Phase 1 - 4% is a portion of a larger 101-unit 9/4 twinned development. The building includes a mix of 1BR and 2BR units.

VHDA TRACKING NUMBER

2026-TEB-22

A. GENERAL INFORMATION ABOUT PROPOSED DEVELOPMENT

Application Date:

1/14/2026

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: Mr. Bryan Hill
Chief Executive Officer's Title: County Executive Phone: (703)324-2531
Street Address: 12000 Government Center Parkway
City: Fairfax State: VA Zip: 22035

Name and title of local official you have discussed this project with who could answer questions for the local CEO: Mr. Thomas Fleetwood, Director, Fairfax County DHCD

- 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 1

For Tax Exempt Bonds, where are bonds being issued?

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.

TRUE

If true, provide name of companion development: Agape Chantilly House Phase 1 - 9%

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

TRUE

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?

51

Total Units within 4% Tax Exempt allocation Request?

50

Total Units:

101

% of units in 4% Tax Exempt Allocation Request:

49.50%

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: AHC1 4% Owner, LLC

Developer Name: Wellington Development LLC & Agape Property Management, LLC

Contact: M/M ▶ Mr. First: Benjamin MI: C. Last: Miller

Address: 47818 Scotsborough Square

City: Potomac Falls St. ▶ VA Zip: 20165

Phone: (703) 475-5015 Ext. Fax:

Email address: bmiller@wellington-development.com

Federal I.D. No. 413125446 (If not available, obtain prior to Carryover Allocation.)

Select type of entity: ▶ limited liability company Formation State: ▶ Virginia

Additional Contact: Please Provide Name, Email and Phone number.

Seth O. Yeboah; sopoku-yeboah@wellington-development.com

- 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. FALSE 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, received an IRS Form 8609 for placing a separate 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: ☒ Option

Expiration Date: 7/6/2028

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 7/6/2028.

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**).)

D. SITE CONTROL**3. Seller Information:**Name: Agape Property Management, LLCAddress: 6349 Lincolnia RoadCity: Alexandria St.: VA Zip: 22312Contact Person: Dong Chul Choi Phone: (703) 498-0050There is an identity of interest between the seller and the owner/applicant TRUE

Note: No developer's fee basis in cases where there purchaser and seller unless Housing prior to applicatio Fee Calculation in the LIHT

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

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

<u>Names</u>	<u>Phone</u>	<u>Type Ownership</u>	<u>% Ownership</u>
Jeounghee Choi	(703) 498-0050	General Partner	12.00%
Dong Chul Choi	(703) 498-0050	General Partner	16.00%
Sun Ok Lee	(703) 498-0050	General Partner	12.00%
			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:	Mo Smith	This is a Related Entity.	FALSE
Firm Name:	Vorys, Sater, Seymour, and Pease LLP		
Address:	1909 K Street NW, Suite 900	Veteran Owned Small Bus?	FALSE
City, State, Zip	Washington, DC 20006		
Email:	mgsmith@vorys.com	Phone:	(202) 467-8819
2. Tax Accountant:		This is a Related Entity.	FALSE
Firm Name:			
Address:		Veteran Owned Small Bus?	FALSE
City, State, Zip			
Email:		Phone:	
3. Consultant:	Ryne Johnson	This is a Related Entity.	FALSE
Firm Name:	Astoria, LLC		
Address:	3450 Lady Marian Court	Veteran Owned Small Bus?	FALSE
City, State, Zip	Midlothian, VA 23113	Role:	LIHTC Consultant
Email:	rynejohnson@astoriallc.com	Phone:	(804) 412-5798
4. Management Entity:	Stephen Boyce	This is a Related Entity.	FALSE
Firm Name:	S.L. Nusbaum Realty Company		
Address:	1700 Wells Fargo Center, 440 Monticello Av	Veteran Owned Small Bus?	FALSE
City, State, Zip	Norfolk, VA 23510		
Email:	sboyce@slnusbaum.com	Phone:	(757) 640-2293
5. Contractor:	Taylor Davis	This is a Related Entity.	FALSE
Firm Name:	Morgan-Keller		
Address:	70 Thomas Jefferson Drive, Suite 200	Veteran Owned Small Bus?	FALSE
City, State, Zip	Frederick, MD 21702		
Email:	tdavis@morgankeller.com	Phone:	(301) 663-0626
6. Architect:	Chris Gordon	This is a Related Entity.	FALSE
Firm Name:	Kishimoto Gordon Dalaya		
Address:	4040 North Fairfax Drive, Suite 1000A	Veteran Owned Small Bus?	FALSE
City, State, Zip	Arlington, VA 22203		
Email:	cgordon@kgdarchitecture.com	Phone:	(202) 338-3800

E. DEVELOPMENT TEAM INFORMATION

7. Real Estate Attorney:	Mo Smith	This is a Related Entity.	FALSE
Firm Name:	Vorys, Sater, Seymour, and Pease LLP		
Address:	1909 K Street NW, Suite 900	Veteran Owned Small Bus?	FALSE
City, State, Zip	Washington, DC 20006		
Email:	mgsmith@vorys.com	Phone:	(202) 467-8819
8. Mortgage Banker:	Ryne Johnson	This is a Related Entity.	FALSE
Firm Name:	Astoria, LLC		
Address:	3450 Lady Marian Court	Veteran Owned Small Bus?	FALSE
City, State, Zip	Midlothian, VA 23113		
Email:	rynejohnson@astoriallc.com	Phone:	(804) 320-5850
9. Other 1:		This is a Related Entity.	FALSE
Firm Name:			
Address:		Veteran Owned Small Bus?	FALSE
City, State, Zip		Role:	
Email:		Phone:	
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)

F. REHAB INFORMATION

3. Rehabilitation Credit Information

- a. Credits are being requested for rehabilitation expenditures. FALSE
- 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:

- | | | |
|--------------|----|---|
| <u>FALSE</u> | a. | Be authorized to do business in Virginia. |
| <u>FALSE</u> | b. | Be substantially based or active in the community of the development. |
| <u>FALSE</u> | 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. |
| <u>FALSE</u> | d. | Own, either directly or through a partnership or limited liability company, 100% of the general partnership or managing member interest. |
| <u>FALSE</u> | e. | Not be affiliated with or controlled by a for-profit organization. |
| <u>FALSE</u> | f. | Not have been formed for the principal purpose of competition in the Non Profit Pool. |
| <u>FALSE</u> | 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%

G. NONPROFIT INVOLVEMENT

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 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

TRUE

Name of Local Housing Authority

Fairfax County Redevelopment and 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 M

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	50	bedrooms	55
Total number of rental units in development	50	bedrooms	55
Number of low-income rental units	50	bedrooms	55
Percentage of rental units designated low-income	100.00%		
b. Number of new units:	50	bedrooms	55
Number of adaptive reuse units:	0	bedrooms	0
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		47,596.99	(Sq. ft.)
e. Unheated Floor Area (i.e. Breezeways, Balconies, Storage)		439.85	(Sq. ft.)
f. Nonresidential Commercial Floor Area (Not eligible for funding)		0.00	
g. Total Usable Residential Heated Area		47,157.14	(Sq. ft.)
h. Percentage of Net Rentable Square Feet Deemed To Be New Rental Space		100.00%	
i. Exact area of site in acres	1.150		
j. Locality has approved a final site plan or plan of development. If True , Provide required documentation (TAB O).	FALSE		
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.

H. STRUCTURE AND UNITS INFORMATION**2. UNIT MIX**a. Specify the **average size and number per unit type**:*LIHTC Units can not be greater than Total Rental Units*

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

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	843.06	SF	45	45
2BR Elderly	1175.04	SF	5	5
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
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
			50	50

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: **6**

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 <u>any</u> structural elements made of wood) | TRUE |
| ii. Mid Rise Building(s) - (5-7 stories with <u>no</u> structural elements made of wood) | FALSE |
| iii. High Rise Building(s) - (8 or more stories with <u>no</u> 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 | FALSE | vi. Detached Two-family | FALSE |
| iii. Slab on Grade | TRUE | vii. Basement | TRUE |
| iv. Crawl space | FALSE | | |

h. Development contains an elevator(s).

If true, # of Elevators.

Elevator Type (if known)

TRUE

1

H. STRUCTURE AND UNITS INFORMATION

i. Roof Type	▶	Flat
j. Construction Type	▶	Combination
k. Primary Exterior Finish	▶	Brick

4. Site Amenities (indicate all proposed)

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

l. Describe Community Facilities:

m. Number of Proposed Parking Spaces	27
Parking is shared with another entity	FALSE

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.

TRUE

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:

- FALSE

a. A community/meeting room with a minimum of 749 square feet is provided with free WIFI access restricted to residents only.
- 0.00%

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
- TRUE

e. Full bath fans are wired to primary light with delayed timer or has continuous exhaust by ERV/DOAS.
- or

FALSE

f. Full bath fans are equipped with a humidistat.
- TRUE

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.
- TRUE

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.
- TRUE

n. Installation of a renewable energy electric system in accordance with manufacturer'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:

- TRUE

a. All cooking ranges have front controls.
- TRUE

b. Bathrooms have an independent or supplemental heat source.
- TRUE

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:

- FALSE

Earthcraft Gold or higher certification
- TRUE

National Green Building Standard (NGBS) certification of Silver or higher.
- FALSE

LEED Certification
- FALSE

Enterprise Green Communities (EGC) Certification

If Green Certification is selected, no points will be awarded for g. Watersense Bathroom fixtures above.

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)

- TRUE

a. Architect of record certifies that units will be constructed to meet Virginia Housing's Universal Design Standards.
- 50

b. Number of Rental Units constructed to meet Virginia Housing's Universal Design standards:
100% 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	Electric Forced Air
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	1	4	0	0
Air Conditioning	0	7	11	0	0
Cooking	0	4	6	0	0
Lighting	0	19	22	0	0
Hot Water	0	28	39	0	0
Water	0	22	32	0	0
Sewer	0	12	17	0	0
Trash	0	0	0	0	0
Total utility allowance for costs paid by tenant	\$0	\$94	\$132	\$0	\$0

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

- | | |
|---|--|
| a. <u>FALSE</u> HUD | d. <u>FALSE</u> Local PHA |
| b. <u>FALSE</u> Utility Company (Estimate) | e. <u>TRUE</u> Other: <u>Hedgerow Partners</u> |
| c. <u>FALSE</u> 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**)

TRUE

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.



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)

FALSE

If Supportive Housing is True: Will the supportive housing consist of units designated for 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**)

K. SPECIAL HOUSING NEEDS**3. Leasing Preferences**

- a. Will leasing preference be given to applicants on a public housing waiting list and/or Section 8 waiting list? select: No

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

FALSE

- 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](https://www.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: Stephen

Last Name: Boyce

Phone Number: (757) 640-2293

Email: sboyce@slnusbaum.com

K. SPECIAL HOUSING NEEDS**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

*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
5	10.00%	30% Area Median
0	0.00%	40% Area Median
0	0.00%	50% Area Median
45	90.00%	60% Area Median
0	0.00%	70% Area Median
0	0.00%	80% Area Median
0	0.00%	Market Units
50	100.00%	Total

Rent Levels		
# of Units	% of Units	
0	0.00%	20% Area Median
5	10.00%	30% Area Median
0	0.00%	40% Area Median
0	0.00%	50% Area Median
45	90.00%	60% Area Median
0	0.00%	70% Area Median
0	0.00%	80% Area Median
0	0.00%	Market Units
50	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 ☒ TRUE 40% Levels ☐ FALSE 50% levels ☐ FALSE

- c. The development plans to utilize average income testing..... ☒ FALSE

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.



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	30% AMI	3		655.76	\$776.00	\$2,328
Mix 2	1 BR - 1 Bath	30% AMI	2	2	655.76	\$776.00	\$1,552
Mix 3	1 BR - 1 Bath	60% AMI	30		655.76	\$1,646.00	\$49,380
Mix 4	1 BR - 1 Bath	60% AMI	10		711.68	\$1,646.00	\$16,460
Mix 5	2 BR - 2 Bath	60% AMI	3	3	995.01	\$1,957.00	\$5,871
Mix 6	2 BR - 2 Bath	60% AMI	2		995.01	\$1,957.00	\$3,914
Mix 7							\$0
Mix 8							\$0
Mix 9							\$0
Mix 10							\$0

L. UNIT DETAILS

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
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Mix 43								\$0
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Mix 47								\$0
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Mix 54								\$0
Mix 55								\$0
Mix 56								\$0
Mix 57								\$0
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Mix 60								\$0
Mix 61								\$0
Mix 62								\$0
Mix 63								\$0
Mix 64								\$0
Mix 65								\$0
Mix 66								\$0
Mix 67								\$0

L. UNIT DETAILS

Mix 68							\$0
Mix 69							\$0
Mix 70							\$0
Mix 71							\$0
Mix 72							\$0
Mix 73							\$0
Mix 74							\$0
Mix 75							\$0
Mix 76							\$0
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Mix 86							\$0
Mix 87							\$0
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			50	5			\$79,505

Total Units	50	Net Rentable SF:	TC Units	35,043.45
			MKT Units	0.00
			Total NR SF:	35,043.45

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

M. OPERATING EXPENSES**Administrative:**

Use Whole Numbers Only!

1. Advertising/Marketing			\$3,350
2. Office Salaries			\$0
3. Office Supplies			\$28,650
4. Office/Model Apartment	(type		\$0
5. Management Fee			\$37,585
3.90% of EGI	\$751.70	Per Unit	
6. Manager Salaries			\$39,787
7. Staff Unit (s)	(type		\$0
8. Legal			\$1,250
9. Auditing			\$0
10. Bookkeeping/Accounting Fees			\$0
11. Telephone & Answering Service			\$2,000
12. Tax Credit Monitoring Fee			\$2,250
13. Miscellaneous Administrative			\$10,590
Total Administrative			\$125,462

Utilities

14. Fuel Oil		\$0
15. Electricity		\$17,500
16. Water		\$0
17. Gas		\$18,600
18. Sewer		\$5,150
Total Utility		\$41,250

Operating:

19. Janitor/Cleaning Payroll		\$0
20. Janitor/Cleaning Supplies		\$350
21. Janitor/Cleaning Contract		\$20,000
22. Exterminating		\$2,450
23. Trash Removal		\$8,000
24. Security Payroll/Contract		\$0
25. Grounds Payroll		\$0
26. Grounds Supplies		\$0
27. Grounds Contract		\$0
28. Maintenance/Repairs Payroll		\$34,173
29. Repairs/Material		\$5,600
30. Repairs Contract		\$16,050
31. Elevator Maintenance/Contract		\$8,750
32. Heating/Cooling Repairs & Maintenance		\$1,500
33. Pool Maintenance/Contract/Staff		\$0
34. Snow Removal		\$0
35. Decorating/Payroll/Contract		\$0
36. Decorating Supplies		\$0
37. Miscellaneous		\$22,644
Totals Operating & Maintenance		\$119,517

M. OPERATING EXPENSES**Taxes & Insurance**

38. Real Estate Taxes			\$123,610
39. Payroll Taxes			\$0
40. Miscellaneous Taxes/Licenses/Permits			\$0
41. Property & Liability Insurance	\$759	per unit	\$37,971
42. Fidelity Bond			\$0
43. Workman's Compensation			\$0
44. Health Insurance & Employee Benefits			\$19,868
45. Other Insurance			\$0
Total Taxes & Insurance			\$181,449

Total Operating Expense**\$467,678**

Total Operating Expenses Per Unit	\$9,354	C. Total Operating Expenses as % of EGI	48.55%
--	----------------	--	---------------

Replacement Reserves (Total # Units X \$300 or \$250 New Const./Elderly Minimum)	\$12,500
---	-----------------

Total Expenses	\$480,178
-----------------------	------------------

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!		Amount of Cost up to 100% Includable in Eligible Basis--Use Applicable Column(s):		
Item	(A) Cost	"30% Present Value Credit"		(D)
		(B) Acquisition	(C) Rehab/ New Construction	"70 % Present Value Credit"
1. Contractor Cost				
a. Unit Structures (New)	10,080,213	0	9,920,669	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	10,080,213	0	9,920,669	0
f. Earthwork	0	0	0	0
g. Site Utilities	0	0	0	0
h. Renewable Energy	125,154	0	125,154	0
i. Roads & Walks	0	0	0	0
j. Site Improvements	0	0	0	0
k. Lawns & Planting	0	0	0	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	1,527,030	0	1,018,020	0
q. Hard Cost Contingency	0	0	0	0
Total Land Improvements	1,652,184	0	1,143,174	0
Total Structure and Land	11,732,397	0	11,063,843	0
r. General Requirements	561,396	0	488,414	0
s. Builder's Overhead (1.9% Contract)	227,565	0	197,982	0
t. Builder's Profit (1.9% Contract)	227,565	0	197,982	0
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: Insurance	440,674	0	383,386	0
z. Other 2: Builder's Risk	0	0	0	0
aa. Other 3:	0	0	0	0
Contractor Costs	\$13,189,597	\$0	\$12,331,607	\$0

Construction cost per unit: \$261,288.86**MAXIMUM COMBINED GR, OVERHEAD & PROFIT =****\$1,642,536****ACTUAL COMBINED GR, OVERHEAD & PROFIT =****\$1,016,526**

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!	(A) Cost	Amount of Cost up to 100% Includable in Eligible Basis--Use Applicable Column(s):		
		"30% Present Value Credit"		(D)
		(B) Acquisition	(C) Rehab/ New Construction	"70 % Present Value Credit"
2. Owner Costs				
a. Building Permit	66,312	0	57,691	0
b. Architecture/Engineering Design Fee \$9,508 /Unit)	475,411	0	424,943	0
c. Architecture Supervision Fee \$1,060 /Unit)	52,982	0	46,094	0
d. Tap Fees	470,780	0	409,578	0
e. Environmental	4,172	0	3,629	0
f. Soil Borings	6,258	0	5,444	0
g. Green Building (Earthcraft, LEED, etc.)	0	0	0	0
h. Appraisal	4,172	0	4,172	0
i. Market Study	10,430	0	10,430	0
j. Site Engineering / Survey	293,064	0	217,438	0
k. Construction/Development Mgt	267,291	0	192,299	0
l. Structural/Mechanical Study	0	0	0	0
m. Construction Loan Origination Fee	65,898	0	54,037	0
n. Construction Interest (6.0% for 17 months)	1,861,390	0	1,526,340	0
o. Taxes During Construction	31,289	0	27,221	0
p. Insurance During Construction	31,289	0	31,289	0
q. Permanent Loan Fee (0.0%)	0			
r. Other Permanent Loan Fees	107,000			
s. Letter of Credit	0	0	0	0
t. Cost Certification Fee	0	0	0	0
u. Accounting	47,718	0	41,718	0
v. Title and Recording	23,000	0	0	0
w. Legal Fees for Closing	250,308	0	185,308	0
x. Mortgage Banker	65,898	0	0	0
y. Tax Credit Fee	51,416			
z. Tenant Relocation	0			
aa. Fixtures, Furnitures and Equipment	65,581	0	65,581	0
ab. Organization Costs	4,172			
ac. Operating Reserve	406,402			
ad. Soft Costs Contingency	119,158			
ae. Security	169,769	0	162,989	0
af. Utilities	0	0	0	0
ag. Supportive Service Reserves	0			

O. PROJECT BUDGET - OWNER COSTS

(1) Other* specify: Leaseup Reserve	62,577	0	0	0
(2) Other* specify: Predev Loan Interest	41,718	0	0	0
(3) Other* specify: Marketing	62,577	0	62,577	0
(4) Other* specify: Proferred Costs	167,124	0	145,398	0
(5) Other * specify:	0	0	0	0
(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))	\$5,285,156	\$0	\$3,674,176	\$0
Subtotal 1 + 2 (Owner + Contractor Costs)	\$18,474,753	\$0	\$16,005,783	\$0
3. Developer's Fees	1,999,980	0	1,999,980	0
4. Owner's Acquisition Costs				
Land	1,150,000			
Existing Improvements	0	0		
Subtotal 4:	\$1,150,000	\$0		
5. Total Development Costs				
Subtotal 1+2+3+4:	\$21,624,733	\$0	\$18,005,763	\$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:

(Provide documentation at **Tab E**)

\$0	Land
\$0	Building

Maximum Developer Fee:

\$1,999,980

Proposed Development's Cost per Sq Foot

Applicable Cost Limit by Square Foot:

\$430

\$556

Meets Limits

Proposed Development's Cost per Unit

Applicable Cost Limit per Unit:

\$409,495

\$589,015

Meets Limits

P. ELIGIBLE BASIS CALCULATION

Item	Amount of Cost up to 100% Includable in Eligible Basis--Use Applicable Column(s):			
	(A) Cost	"30 % Present Value Credit"		(D) "70 % Present Value Credit"
		(B) Acquisition	(C) Rehab/ New Construction	
1. Total Development Costs	21,624,733	0	18,005,763	0
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	18,005,763	0
4. Adjustment(s) to Eligible Basis (For non-acquisition costs in eligible basis)				
a. For QCT or DDA (Eligible Basis x 30%) <i>State Designated Basis Boosts:</i>			0	0
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			18,005,763	0
5. Applicable Fraction		100.00000%	100.00000%	100.00000%
6. Total Qualified Basis (Eligible Basis x Applicable Fraction)		0	18,005,763	0
7. Applicable Percentage		4.00%	4.00%	9.00%
8. Maximum Allowable Credit under IRC §42 (Qualified Basis x Applicable Percentage)		\$0	\$720,231	\$0
(Must be same as BIN total and equal to or less than credit amount allowed)			\$720,231 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. Construction Loan			\$6,589,838	TBD
2. LIHTC Equity			\$3,132,170	
3. Fairfax County Housing Bl	10/22/24	02/18/25	\$2,079,132	FCRHA
Total Construction Funding:			\$11,801,140	

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	Amount of Funds	Annual Debt Service Cost	Interest Rate of Loan	Amortization Period IN YEARS	Term of Loan (years)
				(Whole Numbers only)				
1.	VH Tax Exempt			\$2,130,084	\$155,034	6.79%	40	40
2.	VH REACH			\$2,000,000	\$99,560	3.95%	40	40
3.	VH REACH +			\$3,000,000	\$149,340	3.95%	40	40
4.	Fairfax County Housing Bl	10/22/2024	2/18/2025	\$4,158,264		3.00%	30	30
5.	VA HTF	8/31/2025	12/18/2025	\$2,000,000		0.00%	30	30
6.	VA HIEE	8/31/2025	12/18/2025	\$1,800,000		0.00%	30	30
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								
Total Permanent Funding:				\$15,088,348	\$403,934			

Q. SOURCES OF FUNDS**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.					
5.					
6.					
Total Permanent Grants:				\$0	

4. Subsidized Funding

	Source of Funds	Date of Commitment	Amount of Funds
1.	Fairfax County Housing Blueprint Fund	2/18/2025	\$4,158,264
2.			
3.			
4.			
5.			
Total Subsidized Funding			\$4,158,264

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	\$7,130,084
b.	RD 515	\$0
c.	Section 221(d)(3)	\$0
d.	Section 312	\$0
e.	Section 236	\$0
f.	Virginia Housing REACH Funds	\$5,000,000
g.	HOME Funds	\$0
h.	Choice Neighborhood	\$0
i.	National Housing Trust Fund	\$0
j.	Virginia Housing Trust Fund	\$2,000,000
k.	Other:	\$1,800,000
	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

Q. SOURCES OF FUNDS

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 tax-exempt funds is:

37.22%

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	\$0
ii. 10 Year HOTC Credit Amount	\$0
iii. Equity Dollars Per Credit	\$0.000
iv. Percent of ownership entity (repeated from 3b)	99.90000%
v. HOTC Credit Net	\$0

c. Equity that Sponsor will Fund:

i. Cash Investment	\$0
ii. Contributed Land/Building	\$0
iii. Deferred Developer Fee	\$270,380 (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 \$270,380

2. Equity Gap Calculation

a. Total Development Cost		\$21,624,733
b. Total of Permanent Funding, Grants and Equity	-	\$15,358,728
c. Equity Gap		\$6,266,005
d. Developer Equity	-	\$6,268
e. Equity gap to be funded with low-income tax credit proceeds		\$6,259,737

3. Syndication Information (If Applicable)**a. Actual or Anticipated Name of Syndicator:**

Contact Person:		Phone:	
Street Address:			
City:	State:	Zip:	

b. Syndication Equity

i. Anticipated Annual Credits	\$720,230.00
ii. Equity Dollars Per Credit (e.g., \$0.85 per dollar of credit)	\$0.870
iii. Percent of ownership entity (e.g., 99% or 99.9%)	99.90000%
iv. Syndication costs not included in Total Development Costs (e.g., advisory fees)	\$0
v. Net credit amount anticipated by user of credits	\$719,510
vi. Total to be paid by anticipated users of credit (e.g., limited partners)	\$6,259,737

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

\$6,259,737

5. Net Equity Factor

87.0000278106%

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			\$21,624,733
2. Less Total of Permanent Funding, Grants and Equity	-		\$15,358,728
3. Equals Equity Gap			\$6,266,005
4. Divided by Net Equity Factor (Percent of 10-year credit expected to be raised as equity investment)			87.0000278106%
5. Equals Ten-Year Credit Amount Needed to Fund Gap			\$7,202,302
Divided by ten years			10
6. Equals Annual Tax Credit Required to Fund the Equity Gap			\$720,230
7. Maximum Allowable Credit Amount (from Eligible Basis Calculation)			\$720,231
8. Requested Credit Amount		For 30% PV Credit:	\$720,230
		For 70% PV Credit:	\$0
Credit per LI Units	\$14,404.6000	Combined 30% & 70% PV Credit Requested	
Credit per LI Bedroom	\$13,095.0909		
			\$720,230

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	\$79,505
Plus Other Income Source (list): <u>Miscellaneous</u>	<u>\$5,000</u>
Equals Total Monthly Income:	<u>\$84,505</u>
Twelve Months	x12
Equals Annual Gross Potential Income	\$1,014,060
Less Vacancy Allowance <u>5.0%</u>	<u>\$50,703</u>
Equals Annual Effective Gross Income (EGI) - Low Income Units	<u>\$963,357</u>

Warning: Documentation must be submitted to support vacancy rate of less than 7%.

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): <u></u>	<u>\$0</u>
Equals Total Monthly Income:	<u>\$0</u>
Twelve Months	x12
Equals Annual Gross Potential Income	\$0
Less Vacancy Allowance <u>7.0%</u>	<u>\$0</u>
Equals Annual Effective Gross Income (EGI) - Market Rate Units	<u>\$0</u>

Action: Provide documentation in support of Operating Budget (**TAB R**)**3. Cash Flow (First Year)**

a. Annual EGI Low-Income Units	\$963,357
b. Annual EGI Market Units	\$0
c. Total Effective Gross Income	\$963,357
d. Total Expenses	\$480,178
e. Net Operating Income	\$483,179
f. Total Annual Debt Service	\$403,934
g. Cash Flow Available for Distribution	\$79,245

T. CASH FLOW**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	963,357	982,624	1,002,277	1,022,322	1,042,769
Less Oper. Expenses	480,178	494,583	509,421	524,703	540,445
Net Income	483,179	488,041	492,856	497,619	502,324
Less Debt Service	403,934	403,934	403,934	403,934	403,934
Cash Flow	79,245	84,107	88,922	93,685	98,390
Debt Coverage Ratio	1.20	1.21	1.22	1.23	1.24

	Year 6	Year 7	Year 8	Year 9	Year 10
Eff. Gross Income	1,063,624	1,084,896	1,106,594	1,128,726	1,151,301
Less Oper. Expenses	556,658	573,358	590,558	608,275	626,523
Net Income	506,966	511,539	516,036	520,451	524,777
Less Debt Service	403,934	403,934	403,934	403,934	403,934
Cash Flow	103,032	107,605	112,102	116,517	120,843
Debt Coverage Ratio	1.26	1.27	1.28	1.29	1.30

	Year 11	Year 12	Year 13	Year 14	Year 15
Eff. Gross Income	1,174,327	1,197,813	1,221,770	1,246,205	1,271,129
Less Oper. Expenses	645,319	664,679	684,619	705,158	726,312
Net Income	529,008	533,135	537,151	541,047	544,817
Less Debt Service	403,934	403,934	403,934	403,934	403,934
Cash Flow	125,074	129,201	133,217	137,113	140,883
Debt Coverage Ratio	1.31	1.32	1.33	1.34	1.35

Estimated Annual Percentage Increase in Revenue
 Estimated Annual Percentage Increase in Expenses

2.00% (Must be $\leq$ 2%)

3.00% (Must be $\geq$ 3%)

Must Complete

Number of BINS:	1
-----------------	---

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

50 0 If development has more than 35 buildings, contact Virginia Housing.

\$0

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 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:

AHC1 4% Owner, LLC

By: AHC1 4% Manager, LLC

By: Wellington Development LLC

By:

Its:

President

(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:	Christopher Gordon
Virginia License#:	014067
Architecture Firm or Company:	Kishimoto.Gordon.Dalaya Inc (KGD Architecture)

By:	
Its:	Co-President
	(Title)

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

V. Previous Participation Certification

Development Name: Agape Chantilly House Phase 1 - 4%

Name of Applicant (entity): AHC1 4% Owner, LLC

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.

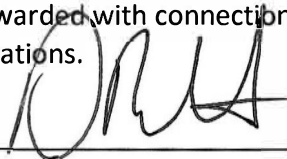
Additionally, no Participant currently holds an ownership interest in a multifamily rental property assisted by a federal or state governmental entity and that has been substantially complete for more than 90 days without the required closing documents (such as the final cost certification) being filed, 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 arising out of their ownership or other participation in a multi-family housing development where the amount of damages sought by plaintiffs (i.e., the ad damnum clause) exceeds 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

Benjamin C. Miller

Printed Name

1/12/2026

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:

- a. Signed, completed application with attached tabs in PDF format
- b. Active Excel copy of application
- c. Partnership agreement
- d. SCC Certification
- e. Previous participation form
- f. Site control document
- g. RESNET Certification
- h. Attorney's opinion
- i. Nonprofit questionnaire (if applicable)
- j. Appraisal
- k. Zoning document
- l. Universal Design Plans
- m. List of LIHTC Developments (Schedule A)

Included

Score

Y	Y or N	0
Y	Y or N	0
Y	Y or N	0
Y	Y or N	0
Y	Y or N	0
Y	Y or N	0
Y	Y or N	0
Y	Y or N	0
Y	Y, N, N/A	0
Y	Y or N	0
Y	Y or N	0
Y	Y or N	0
Y	Y or N	0

Total:

0.00

1. READINESS:

- a. Virginia Housing notification letter to CEO (via Locality Notification Information App)
- b. Local CEO Opposition Letter
- c. Plan of development
- d. Location in a revitalization area based on Qualified Census Tract
- or e. Location in a revitalization area with resolution or by locality
- or f. Location in a Opportunity Zone
- g. Location in a Medium to High level Economic Development Jurisdiction
- h. Location on land owned by Tribal Nation

Y	0 or -50	0.00
N	0 or -25	0.00
N	0 to 10	0.00
N	0 or 10	0.00
Y	0 or 15	15.00
N	0 or 15	0.00
Y	0 or 5	5.00
N	0 or 15	0.00

Total:

20.00

2. HOUSING NEEDS CHARACTERISTICS:

- a. Sec 8 or PHA waiting list preference
- b. Existing RD, HUD Section 8 or 236 program
- c. Subsidized funding commitments
- d. Tax abatement on increase of property's value
- e. New project based rental subsidy) in Northern Virginia or New Construction pool
- f. Census tract with <12% poverty rate
- g. Development provided priority letter from Rural Development
- h. Dev. located in area with increasing rent burdened population

N	0 or up to 5	0.00
N	0 or 20	0.00
19.23%	Up to 60	38.46
N	0 or 5	0.00
N	up to 40	0.00
3%	0, 20, 25 or 30	30.00
N	0 or 15	0.00
Y	Up to 20	20.00

Total:

88.46

3. DEVELOPMENT CHARACTERISTICS:

a. Enhancements (See calculations below)			43.00
b. <removed for 2026>			0.00
c. HUD 504 accessibility for 10% of units	Y	0 or 20	20.00
d. Proximity to public transportation	Y10	0, 10 or 20	10.00
e. Development will be Green Certified	Y	0 or 10	10.00
f. Units constructed to meet Virginia Housing's Universal Design standards	100%	Up to 15	15.00
g. Developments with less than 100 low income units	Y	up to 20	20.00
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:			118.00

4. TENANT POPULATION CHARACTERISTICS:

4. TENANT POPULATION CHARACTERISTICS:		Locality AMI	State AMI			
		\$163,900	\$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)		10.00%	Up to 10	10.00	
d.	Units with rents at or below 40% of AMI (up to 10% of LI units)		10.00%	Up to 10	10.00	
e.	Units in Higher Income Jurisdictions with rent and income at or below 50% of AMI		10.00%	Up to 50	10.00	
f.	Units in Higher Income Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI		10.00%	Up to 25	0.00	
or g.	Units in LI Jurisdictions with rents <= 50% rented to tenants with <= 60% of AMI		10.00%	Up to 50	0.00	
			Total:		30.00	

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	0.00
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 occurrence)	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:			0.00

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	Y	10 or 15	10.00
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	N	up to 10	0.00
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 or 20	0.00
Total:			85.00

300 Point Threshold - all 9% Tax Credits
200 Point Threshold - Tax Exempt Bonds

TOTAL SCORE: 385.96

Enhancements:

All units have:

	Max Pts	Score
a. Community Room	5	0.00
b. Exterior walls constructed with brick and other low maintenance materials	40	0.00
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	3.00
f. Baths equipped with humidistat	3	0.00
g. Watersense labeled faucets, toilets and showerheads (without Green Certification)	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	15.00
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	10.00
o. New Construction: Balcony or patio	4	0.00

 38.00

All elderly units have:

p. Front-control ranges	1	1.00
q. Independent/suppl. heat source	1	1.00
r. Two eye viewers	1	1.00
s. Shelf or Ledge at entrance within interior hallway	2	2.00
		5.00

Total amenities: 43.00

X. Development Summary

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

Deal Name: Agape Chantilly House Phase 1 - 4%

Cycle Type: 4% Tax Exempt Bonds Credits

Allocation Type: New Construction

Total Units: 50

Total LI Units: 50

Project Gross Sq Ft: 47,596.99

Green Certified? TRUE

Requested Credit Amount: \$720,230

Jurisdiction: Fairfax County

Population Target: Elderly

Owner Contact: Benjamin Miller

Total Score
385.96

Source of Funds	Amount	Per Unit	Per Sq Ft	Annual Debt Service
Permanent Financing	\$15,088,348	\$301,767	\$317	\$403,934
Grants	\$0	\$0		
Subsidized Funding	\$4,158,264	\$83,165		

Uses of Funds - Actual Costs				
Type of Uses	Amount	Per Unit	Sq Ft	% of TDC
Improvements	\$11,732,397	\$234,648	\$246	54.25%
General Req/Overhead/Profit	\$1,016,526	\$20,331	\$21	4.70%
Other Contract Costs	\$440,674	\$8,813	\$9	2.04%
Owner Costs	\$5,285,156	\$105,703	\$111	24.44%
Acquisition	\$1,150,000	\$23,000	\$24	5.32%
Developer Fee	\$1,999,980	\$40,000	\$42	9.25%
Total Uses	\$21,624,733	\$432,495		

Income		
Gross Potential Income - LI Units	\$1,014,060	
Gross Potential Income - Mkt Units	\$0	
Subtotal	\$1,014,060	
Less Vacancy %	5.00%	\$50,703
Effective Gross Income	\$963,357	

Rental Assistance? FALSE

Expenses		
Category	Total	Per Unit
Administrative	\$125,462	\$2,509
Utilities	\$41,250	\$825
Operating & Maintenance	\$119,517	\$2,390
Taxes & Insurance	\$181,449	\$3,629
Total Operating Expenses	\$467,678	\$9,354
Replacement Reserves	\$12,500	\$250
Total Expenses	\$480,178	\$9,604

Cash Flow	
EGI	\$963,357
Total Expenses	\$480,178
Net Income	\$483,179
Debt Service	\$403,934
Debt Coverage Ratio (YR1):	1.20

Total Development Costs	
-------------------------	--

Total Improvements	\$18,474,753
Land Acquisition	\$1,150,000
Developer Fee	\$1,999,980
Total Development Costs	\$21,624,733

Proposed Cost Limit/Sq Ft: \$430

Applicable Cost Limit/Sq Ft: \$556

Proposed Cost Limit/Unit: \$409,495

Applicable Cost Limit/Unit: \$589,015

Unit Breakdown	
# of Eff	0
# of 1BR	45
# of 2BR	5
# of 3BR	0
# of 4+ BR	0
Total Units	50

	Income Levels	Rent Levels
	# of Units	# of Units
<=30% AMI	5	5
40% AMI	0	0
50% AMI	0	0
60% AMI	45	45
>60% AMI	0	0
Market	0	0

Income Averaging? FALSE

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, $(40\%/60\%) \times 100$ 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	\$720,231
Credit Requested	\$720,230
% of Savings	0.00%
Sliding Scale Points	44.5

Tab A:

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

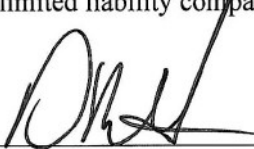
**Operating Agreement
of
AHC1 4% OWNER, LLC**

This Operating Agreement (the “**Agreement**”) of AHC1 4% Owner, LLC (the “**Company**”), a limited liability company organized pursuant to Chapter 12 of Title 13.1 of the Code of Virginia (as amended, the “**Act**”), is entered into by AHC1 4% Manager, LLC, a Virginia limited liability company, as the sole member of the Company (“**MM**”), effective as of August 20, 2025.

1. **Name.** The name of the limited liability company will be “AHC1 4% Owner, LLC” and its principal business office is located at 1010 Wisconsin Ave NW Ste 725, Washington, DC, 20007.
2. **Purpose and Powers.** The purposes of the Company are (i) to purchase, develop, own, construct, rehabilitate, subdivide, lease, finance, refinance, operate, manage and sell real property and the improvements thereon, located at 3870 Centerview Drive, Chantilly, Virginia, and commonly known as Agape Chantilly House, and (ii) to undertake any other activity which a company may lawfully undertake under the Act.
3. **Separateness.** The Company will conduct its business and operations in its own name and will maintain books and records and bank accounts separate from those of any other person or entity.
4. **Management.** The Company will be member-managed. MM will carry the title of “**Managing Member**” and will exercise full and exclusive control over the affairs of the Company. The Managing Member may appoint officers and agents for the Company and give them such titles and powers as the Managing Member may choose. Any action taken by the Managing Member in the name of the Company, and any action taken by an officer or agent of the Company in the name of the Company and with the proper authorization of the Managing Member, will be an action of the Company. The Managing Member’s principal business office is located at 1010 Wisconsin Ave NW Ste 725, Washington, DC, 20007.
5. **Capital Contribution; Allocations of Profit and Loss; Distributions.** The capital contribution of the Managing Member to the Company is \$100. All profits and losses of the Company (and items of income, deduction, gain, or loss) will be allocated 100% to the Managing Member. All distributions with respect to a membership interest in the Company will be made 100% to the Managing Member.
6. **Dissolution.** The Company will dissolve upon the first to occur of (i) the sale or other disposition of all or substantially all of the Company’s property and the Company’s receipt of all or substantially all of the proceeds thereof, (ii) the determination of the Managing Member to dissolve, (iii) as required by the Act.
7. **No Liability of Member and Others.** The Managing Member and its agents and any officers and agents of the Company will not be liable for the Company’s liabilities, debts or obligations, all of which will be the sole obligation of the Company. The failure by the Company to observe any formalities or requirements relating to the exercise of its powers or the management of its business or affairs under this Agreement will not be grounds for imposing personal liability on the Managing Member or any officer.
8. **Indemnification.** The Company will indemnify and defend the Managing Member and its agents and any officers and agents of the Company, from and against all costs, losses, liabilities and damages incurred by or asserted against any such person in connection with the Company’s business to the fullest

The undersigned has executed this Agreement effective as of date first written above.

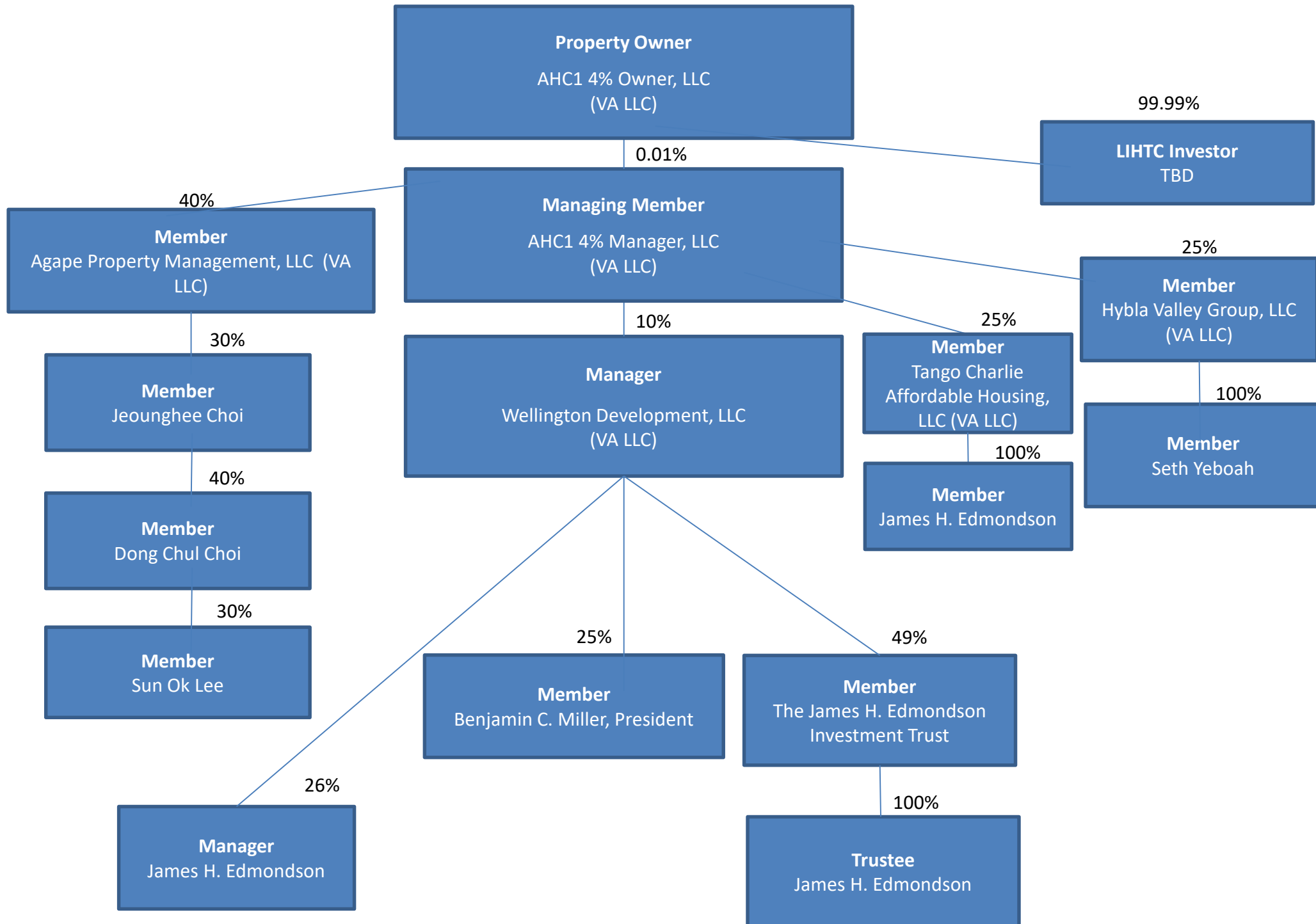
AHC1 4% Manager, LLC,
a Virginia limited liability company

By: 

Name: Benjamin C. Miller

Title: Authorized Signatory

AHC1 4% Owner, LLC Ownership Structure



Tab B:

Virginia State Corporation Commission Certification
(MANDATORY)

Commonwealth of Virginia



STATE CORPORATION COMMISSION

Richmond, August 20, 2024

This is to certify that the certificate of organization of

AHC1 4% Owner, LLC

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

Effective date: August 20, 2024



STATE CORPORATION COMMISSION

Attest:

A handwritten signature in cursive script, reading "Bernard J. St. John".

Clerk of the Commission

**COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION**

AT RICHMOND, AUGUST 20, 2024

The State Corporation Commission has found the accompanying articles of organization submitted on behalf of

AHC1 4% Owner, LLC

to comply with the requirements of law, and confirms payment of all required fees. Therefore, it is ORDERED that this

CERTIFICATE OF ORGANIZATION

be issued and admitted to record with the articles of organization in the Office of the Clerk of the Commission, effective August 20, 2024.

The limited liability company is granted the authority conferred on it by law in accordance with the articles of organization, subject to the conditions and restrictions imposed by law.

STATE CORPORATION COMMISSION

By

A handwritten signature in black ink, appearing to read "Samuel T. Towell", with a stylized flourish at the end.

Samuel T. Towell
Commissioner

Commonwealth of Virginia



State Corporation Commission

CERTIFICATE OF FACT

I Certify the Following from the Records of the Commission:

That AHC1 4% Owner, LLC is duly organized as a Limited Liability Company under the law of the Commonwealth of Virginia;

That the Limited Liability Company was formed on August 20, 2024; and

That the Limited Liability Company is in existence in the Commonwealth of Virginia as of the date set forth below.

That the limited liability company is current in the payment of all registration fees assessed against it by the Commission pursuant to the Virginia Limited Liability Company Act as of the date set forth below.

Nothing more is hereby certified.



Signed and Sealed at Richmond on this Date:

November 16, 2025

A handwritten signature in black ink, appearing to read "Bernard J. Logan".

Bernard J. Logan, Clerk of the Commission

Tab C:

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

HUDSON

HOUSING CAPITAL

January 9, 2026

Ben Miller
Wellington Development, LLC
1651 Old Meadow Road, Suite 305
McLean, VA 22102

Re: **Agape Chantilly House Phase I (4%), Chantilly, Virginia**

Dear Ben,

Thank you for providing Hudson Housing Capital LLC (“Hudson”) with the opportunity to extend a purchase offer for the investor member interest in the company that will own Agape Chantilly House Phase I 4% Owner, LLC (the “Company”).

Hudson is a Delaware limited liability company formed to directly acquire limited partnership interests in limited partnerships and member interests in limited liability companies which own apartment complexes qualifying for low-income housing tax credits (“Tax Credits”) under Section 42 of the Internal Revenue Code of 1986, as amended (the “Code”).

Set forth is our proposal as to the basic business terms under which Hudson or its designee (“Investor”) will acquire a 99.99% interest in the company which will own a 50-unit complex in Chantilly, Virginia (the “Property”). Wellington Development (“Wellington”) and Agape Property Manager (“Agape”, collectively the “Developer”) will be the developer of the Property. A to be formed special purpose entity, owned by Wellington and Woda Cooper Companies, Inc. (“Woda”), will be the managing member of the Company (the “Managing Member”). The Managing Member Operating Agreement (“MM OA”), as amended and as approved by the Special Investor Member, will provide that Woda have the power and right to act on behalf of the Managing Member, that Wellington will have certain consent rights, and that that Woda will have the right to decide any dispute. Subject to review of financial statements, Wellington and Woda (collectively, the “Guarantor”) shall jointly and severally guarantee the following obligations of the Managing Member: 1) Development Deficit Guarantee, 2) Repurchase, 3) Adjusters, 4) Environmental, 5) Social Service Obligation (if any), 6) Paying off Developer Fee when due, 7) Obligation to pay fees in event of a default (Developer Fee), 8) General Indemnity, and 9) Operating Deficits. The Guarantor will be required to maintain a minimum liquidity and net worth of \$3MM and \$10MM (the “Net Worth and Liquidity Covenant”). An affiliate of the Investor will be admitted to the Company as a special member (the “Special Investor Member” or “SLP”) with limited supervisory rights.

You have further advised us that the Property is expected to be financed with Tax-Exempt Bonds and is expected to receive an allocation of 4% Tax Credits in the amount of \$720,230 annually. Additionally, you have advised us that 100% of the 50 units will qualify for Tax Credits

I. Equity Investment

Assuming a closing of July 31, 2026, the Investor will contribute to the Company a total of \$6,265,374 (the “Total Equity”) or \$0.87 (the “Tax Credit Ratio”) per total Tax Credit available to the Investor, payable in the following installments:

Contribution	Contribution %	Timing
First	25%	Closing
Second	66%	Later of April 1, 2029 and 100% Construction Completion & VHDA Permanent Loan Conversion
Third	7%	Later of June 30, 2029 and achievement of Breakeven Operations
Fourth	2%	Issuance of 8609s

- A. *First Capital Contribution.*** The Investor will fund the First Capital Contribution at Closing.
- B. *Second Capital Contribution.*** The Second Capital Contribution will be paid upon the later of January 31, 2028 and the satisfaction of the conditions set forth in the Operating Agreement, which are principally as follows: (i) lien-free construction completion of the Property substantially in accordance with the Plans and Specifications in a workmanlike manner approved by Hudson, as evidenced by Unconditional Lien waivers from the General Contractor and Sub Contractors, except for liens that are bonded or insured over as approved by the SLP and except for punch list items that do not materially affect occupancy of the Property (please see Exhibit A); (ii) issuance of Certificates of Occupancy for 100% of the units in the Property; (iii) receipt of an audited Tax Credit cost certification from independent accountants to the Company (the “Accountants”) setting forth the eligible basis and the total available Tax Credits; (iv) evidence that no less than 50% of the eligible building basis plus land has been financed with the proceeds of tax-exempt bonds; (v) receipt of a pay-off letter from the general contractor or sub-contractors, except for liens that are bonded or insured over as approved by the SLP and except for punch list items described in (i) above, as applicable; (vi) satisfactory financial condition of the Guarantors (i.e., compliance with the Net Worth and Liquidity Covenant); (vii) receipt of prior year's income tax returns in the event such returns are then due; (viii) repayment of short-term bonds (VHDA GAP Loan) and closing of the permanent first mortgage loan (“Permanent Loan Closing”).
- C. *Third Capital Contribution.*** The Third Capital Contribution will be paid upon later of April 1, 2028 and satisfaction of the conditions set forth in the Operating Agreement, which are principally as follows: (i) achievement of Breakeven Operations for 3 consecutive months (“Breakeven Date”); (ii) receipt of prior year's income tax returns in the event such

returns are then due; (iii) receipt of a final Tax Credit cost certification from the Accountants as to the amount of Tax Credits the Company will claim and the amount allocable to each partner (the “Final Certification”); (iv) receipt of prior year’s income tax returns in the event such returns are then due; and (v) receipt and approval of initial tenant files; (vi) satisfactory financial condition of the Guarantors (i.e., compliance with the Net Worth and Liquidity Covenant).

“**Breakeven**” shall mean that, for each such month, occupancy is at least 95% and that Property income (with rents not to exceed maximum allowed tax credit rents net of the applicable utility allowances), exceeds the greater of underwritten expenses or actual expenses, including replacement reserves, reassessed taxes, and permanent loan debt service (calculated on a stabilized and accrual basis) and generates debt service coverage of not less than 1.15 on all mandatory debt assuming the greater of actual or a 5.00% vacancy rate on the residential income.

- D. *Fourth Capital Contribution.*** The Fourth Capital Contribution will be paid upon the satisfaction of the conditions set forth in the Operating Agreement, which are principally as follows: (i) satisfactory financial condition of the Guarantors (i.e., compliance with the Net Worth and Liquidity Covenant); (ii) receipt of Form 8609 with respect to all buildings constituting the Property; and (iii) receipt of a tax return and an audited financial statement for the year in which the Breakeven Date occurred.

In the event such tax return and audited financial statement are not due at such time, \$15,000 of the Fourth Capital Contribution shall be held back and released upon receipt of such items.

Our offer is also contingent on the following financing sources and assumptions:

- a.** VHDA GAP Loan in the approximate amount of \$13,180,000.
- b.** VHDA Tax Exempt Permanent Loan in the amount of \$1,239,838 with an interest rate of 6.794% and a term of 40 years.
- c.** VHDA REACH Loan in the amount of \$2,350,000 with an interest rate of 3.95% and a term of 40 years.
- d.** VHDA REACH Plus Loan in the amount of \$3,000,000 with an interest rate of 3.95% and a term of 40 years.
- e.** Fairfax County HTF Loan in the amount of \$4,158,264 with a simple interest rate of 3.00%, a term of 30 years, and payments from available net cash flow.
- f.** VH Trust Fund Loan in the amount of \$2,000,000 with an interest rate of 0.00%, a term of 30 years, and no payments until maturity.

- g.* HIEE Loan of \$1,800,000 with an interest rate of 0.00%, a term of 30 years, and no payments until maturity.
- h.* Our pricing assumes the Partnership will depreciate real property over 30 years with 100% bonus depreciation in the year the Property is placed in service on sitework (15-year property of no less than \$1,018,020) and personal property (five-year property of no less than \$500,000).
- i.* Our proposal assumes that all of the debt will be structured as nonrecourse debt from a third party for tax purposes.
- j.* The development will be developed in conjunction with and financed at the same time as Agape Chantilly House Phase I 9%, which will be financed with 9% Tax Credits.

II. Developer Fee

The Developer shall receive a Developer Fee of \$1,999,980, of which \$1,183,094 is expected to be available from capital sources (the “Cash Developer Fee”). The Cash Developer Fee shall be paid as follows: i) 25% of the estimated Cash Developer Fee (i.e. the non-deferred portion of the Developer Fee) shall be paid at closing; ii) 50% of the Cash Developer Fee less amounts already paid as recalculated at the time of the Second Capital Contribution; and (iii) the balance shall be paid from the Third and Fourth Capital Contribution to the extent funds are available. The minimum amount of cash fee will be determined during underwriting. You have represented that the amount of the Developer Fee does not exceed the amount permitted to be paid by the tax credit allocating agency. Note that the Developer Fee Schedule is subject to final underwriting and sufficient funds being available to resize the debt.

III. Incentive Management Fee

The Managing Member shall receive an Incentive Lease Up fee for the initial lease up to 1/12 of the actual annual lease value which shall be paid as set out in the cash flow waterfall in Section V below.

IV. Property Management Fee

The Managing Member may retain E&G Property Services LLC, which will not be considered to be affiliated with the Managing Member, to be the managing agent for the Property on commercially reasonable terms. The management agreement, to be approved by the Investor, shall have an initial term of 1 year and shall be renewable annually thereafter, shall provide for an annual management fee not to exceed 4.25% of gross effective income, and shall otherwise be on commercially reasonable terms (including a termination right by the Managing Member in the event of fraud/gross negligence or material default by the managing agent). If the managing agent is affiliated with the Managing Member, the management agreement shall provide for a deferral of up to 100% of the management fee in the event that the property does not generate positive Cash Flow.

V. Cash Flow Distributions

Cash flow from the Property, after payment of operating expenses (including any current and deferred property management fees from prior years, debt service), replenishment of required reserves

(including any reserve payments which were not made due to insufficient cash flow), payment of the Administrative Expense Reimbursement, and payment of any tax liability incurred by the Investor Member ("Cash Flow"), shall be distributed annually (subsequent to the Breakeven Date) as follows:

- a. To maintain the Minimum Balance in the Operating Reserve;
- b. to payment of any amounts owed to the Investor Member;
- c. to payment of any Development Deficit Loans and Operating Deficit Loans, if any;
- d. 50% of Net Cash Flow to payment of payment of Developer Fee, until paid in full;
- e. 100% of Net Cash Flow to the payment of the Loudoun County HTF Loan until the deferred Developer fee is paid in full, and then 75% of Net Cash Flow to payment of the Loudoun County HTF Loan;
- f. 90% of Cash Flow to the Managing Member as a preferred return with an equivalent allocation of income; and
- g. The remaining amount to be distributed to the members in accordance with the ownership interests.

VI. Sale or Refinancing Proceeds

Net sale or refinancing proceeds (i.e., after payment of, outstanding debts, liabilities other than to the Managing Member and its affiliates and expenses of the Company and establishment of necessary reserves) shall be distributed as follows:

- a. Repayment of outstanding loans by the Investor Members, if any;
- b. Payment of amounts due to the investor members under the Tax Credit Adjuster;
- c. Repayment of outstanding loans by the Managing Member including the Developer Fee Note and any Operating Deficit loans; and
- d. 10% to the Investor and 90% to the Managing Member, with the investor share in no event being less than its tax liability-from sale proceeds.

Option

The Managing Member shall have a non-assignable option in substantially the form attached as Exhibit B.

Right of First Refusal

ROFR: A qualified non-profit corporation designated by the Managing Members shall have a right of first refusal to purchase the property or investor interest as allowed under Section 42 of the Code, commencing upon the expiration of the tax credit compliance period, and ending three years thereafter, to purchase the Property for the outstanding debt (including any amounts owed to the Investor) plus all exit taxes of the investor members (the "Right of First Refusal Price"). The ROFR shall be in the form attached as Exhibit C.

Investor shall have the right to put its interest to the Managing Member for \$100.

VII. Investor Member Commitments

- A. Low Income Housing Tax Credit Adjustment.*** Our offer is based upon the assumption that the Company will qualify for and claim \$501,760 in 2028, the full amount of the Company's Tax Credit allocation, \$720,230 for each year from 2029 through 2037, and \$218,470 in 2038.

(i) Adjustments during equity payment (construction and lease-up) period

Volume Adjuster

In the event that either the Form 8609's or the Final Certification indicate that the Property will not generate the projected aggregate amount of Tax Credits (other than as specified below), the Operating Agreement will provide for a return of such capital, an adjustment in the amount of any unpaid Capital Contributions and/or a payment by the Managing Member to the Investor, sufficient to restore the Tax Credit Ratio as defined above. In the event the Property will generate more Tax Credits than projected, the Investor shall increase its Capital Contribution to maintain the Tax Credit Ratio up to an amount not to exceed 5% of the Total Equity less any upward timing adjuster payment.

Downward Timing Adjuster

Notwithstanding the preceding paragraph, in the event that the Final Certification specifies that, while the aggregate amount of Tax Credit allocable to the Company is unchanged, the amount of Tax Credits allocable to the Company in 2028/2029 less than the amounts specified above for the corresponding year(s), the Second, Third, and Fourth Capital Contribution(s) will be reduced by \$0.50 for each dollar by which such amounts exceed the amount of Tax Credits allocable to the Company for such period.

Upward Timing Adjuster

In the event the amount of Tax Credits allocable to the Company in 2028 is greater than the amounts specified above for the corresponding year(s), the Total Equity shall be increased by an amount equal to \$0.40 for each dollar by which such amounts are less than the amount of actual Tax Credits allocated to the Company for such period but in no event shall the increased equity price be in excess of \$100,000.

Downward Timing Adjuster for 8609 Delay

In the event the Actual Credit with respect to the Low-Income Housing Tax Credits for 2028 is less than the amounts specified above for the corresponding year(s), but such amount is available for the 2029 tax year due solely to the failure of the Agency to deliver IRS Form 8609 required to be attached to the 2028 tax return of the Company for the Apartment Complex (an "8609 Deferral"), and provided the Company has delivered all items to the Agency, including the final Cost Certification, to enable the Agency to complete IRS Form 8609, the 2028 shortfall shall be multiplied by six percent (6%).

If the Investor chooses not to purchase additional credits in an amount which would be greater than \$100,000, the Investor's interest will be reduced prorata with the credits purchased and the total credits available.

(ii) Adjustments during compliance period

Compliance Adjuster. After the Form 8609's have been issued, in the event that the actual amount of Tax Credits which may be claimed by the Company is less than the amount specified in such Forms, the Managing Member shall reimburse the Investor on a dollar-for-dollar basis for each lost dollar of Tax Credits plus any resulting penalties or taxes due. Similarly, if there is a recapture of Tax Credits (except from the sale or transfer of the Investor's interest in the Company, or due to a change of applicable tax law), the Managing Member shall upon demand indemnify the Investor and its members against any Tax Credit recapture liability (including interest, penalties and any reasonable related legal or accounting costs) which they may incur during the Compliance Period. Any fees or Cash Flow payable to the Managing Member, or its affiliates, will be subordinated to any required payment pursuant to this paragraph.

- B. ***Development Deficit Guarantee.*** The Managing Member shall be responsible for completion of the Property in a workmanlike manner, in accordance with approved plans and specifications, free and clear of all liens. To the extent that the costs of construction and operations until the Breakeven Date exceed the amount of any funding by approved permanent third party lenders, any unpaid Developer Fees and the amount of the Investor's capital commitment (adjusted as set forth above), the Managing Member shall pay all such costs and expenses connected with development and construction of the Property and funding of reserves, including all operating expenses of the Property until the Breakeven Date has been achieved. Funds not to exceed \$500,000 advanced by the Managing Member for Development Deficits shall be treated as "Development Deficit Loans". Excess Development Costs shall include the deferral of the Developer Fee provided it can be demonstrated to the reasonable satisfaction of Hudson that the deferred portion of the fee can be repaid over the 15-year compliance period. The contractor will be required to provide a payment and performance bond or 15% letter of credit. Additionally, an "owner's" construction contingency in an amount equal to 5% of the construction contract amount shall be included in the development budget and shall be outside of the contractor's control.
- C. ***Operating Deficit Guarantee and Operating Reserve.*** The Managing Member shall make interest free loans to the Company (repayable from cash flow and/or sale and refinancing proceeds as described above) equal to any Operating Deficits (including the Minimum Deposit described in VI e. below) incurred during the period beginning on the Breakeven Date and ending on the fifth anniversary of Breakeven Operations provided that the previous 12 months operations have met the Breakeven Operations and after the replenishment of the Operating Reserve to the Minimum Balance, in an amount not to exceed 6 months of underwritten operating expenses (including deposits to the replacement reserve and debt service) in the aggregate.

The Managing Member shall cause the company to fund an operating reserve (the "Operating Reserve") in an amount equal to six months of underwritten operating expenses including the replacement reserves and any required debt service if applicable (the

‘Minimum Balance’), at the time of the Third Capital Contribution. The Managing Member shall be required to fund this reserve. The Operating Reserve shall be maintained for the duration of the compliance period and any draws from this Reserve shall require the consent of the SLP and shall be replenished from Cash Flow up to the Minimum Balance. Up to 50% of the initial balance of the Operating Reserve may be drawn from the Operating Reserve in the event of an Operating Deficit prior to the funding under the Operating Deficit Guarantee prior to the expiration of the Operating Deficit Guaranty to cover operating deficits.

The Operating Reserve shall be released through the waterfall set out in section V above at the end of the 15-year compliance period provided that the property has achieved Breakeven Operations in the previous 12 months and is projected to maintain Breakeven Operations for the following 2-year period trending actual income at 2% and actual expenses at 3%.

- D. ***Obligations of Managing Member.*** Immediately following the occurrence of any of the following events, (x) the Managing Member shall admit the Special Member or its designee as the managing member of the Company and, at the option of the Investor, withdraw from the Company; or, (y) at the option of the Investor with respect to any of the events described in clauses (i) through (vi) below, repurchase the Investor's interest in the Company: (i) an IRS Form 8609 is not issued with respect to each of the buildings in the Property in a timely manner after each such building has been placed in service unless the Company has delivered all items to the Agency, including the final cost certification, to enable the Agency to complete IRS form 8609; (ii) the Property is not fully placed in service by the date that is six months after the projected completion date; (iii) if the Property loan together with any replacement or supplemental loan approved by the Special Member is not sufficient to balance the sources and uses of funds; (failure to achieve Breakeven is specifically not a trigger of Repurchase); (iv) the Company fails to meet the minimum set aside test (as defined in Section 42 of the Code) or fails to execute and record a Tax Credit Extended Use Commitment by the close of the first year of the Credit Period; (v) the Company shall have been declared in default by any mortgage lender or under the tax credit allocation or foreclosure proceedings have been commenced against the Property and such default is not cured or such proceeding is not dismissed within 30 days; (Investor can only cause a repurchase in connection with this clause (v) if the default described in such clause prior to the requirements of All Capital Contributions have been met; or (vi) there is a material violation of the Operating Agreement by the Managing Member or if the property manager is an affiliate of the Managing Member, a material violation of the management agreement by the manager which causes material adverse harm to the Investor, the Company or the Property and is not cured within the applicable cure period may only result in the removal of the Managing Member and not trigger a Repurchase.

If the Investor elects to have its interest repurchased by the Managing Member, the repurchase price shall be equal to 105% of the Total Equity plus interest at Prime + 1% on capital contributions made to date plus any tax liability incurred by the investor as a result of such repurchase, less any amounts of the Total Equity not funded to date less any credits allocated to the investor that are not subject to recapture or disallowance.

- E. Replacement Reserve.* Commencing with the month following Completion, the Company will make a minimum monthly replacement reserve deposit (the "Minimum Deposit") equal to (on an annualized basis) the greater of (i) \$250 per unit; and (ii) the amount required by the permanent lender. Any interest earned on funds in the replacement reserve account shall become a part thereof.
- F. Reporting.* The Company will be required to furnish Investor with (a) quarterly unaudited financial statements within 45 days after the end of each quarter of the fiscal year; (b) annual audited financial statements within 60 days after the end of each fiscal year; (c) an annual budget for each fiscal year of the Company, not later than November 1 of the preceding year; and (d) the Company's tax returns and K-1 forms within 45 days after the end of each fiscal year. The penalty for any failure to deliver Company tax returns or K-1 forms prior to the specified deadline shall be (i) \$50 per day for the first seven days after such deadline; (ii) \$100 per day for the next seven days; and (iii) \$150 per day thereafter, provided that the amount of such penalty shall not exceed \$5,000 in any year.

VIII. Fees to Affiliates of Hudson

Administrative Expense Reimbursement. An affiliate of Hudson shall receive an annual administrative expense reimbursement from the Company in the amount of \$7,500 from available cash flow, which amount shall be increased annually by 3%. Any unpaid amounts shall accrue.

IX. Representations, Warranties and Covenants

The Managing Member shall make certain representations and warranties as to the Company, the Managing Member and the Property to be set forth in the Operating Agreement.

X. Accountants

The Accountants for the Company shall be CohnReznick Group or another firm approved by the Investor. The Accountants shall prepare tax and financial reports as set forth in the Operating Agreement, and the Final Certification referred to in I.b., above.

XI. Investment Member Rights

The Operating Agreement will provide certain approval rights as to major actions proposed to be taken by the Managing Member. The Investor shall have the right to remove the Managing Member and the Manager for cause.

XII. Insurance

At the closing, the Managing Member shall provide for title insurance satisfactory to counsel to the Investor in an amount equal to the sum of all Capital Contributions, all mortgage loans and the amount of any Development Fee Note. Prior to the payment of any additional installment of the

Capital Contribution, a "date down" of such policy shall be provided. The Managing Member shall provide for (i) liability (general and excess) insurance in an amount of at least \$6,000,000 (adjusted periodically to maintain the coverage as adjusted for inflation); (ii) hazard insurance (including boiler and machinery coverage) and flood insurance (to the extent that the property is in a 100 year flood zone) in an amount of not less than the full replacement value of the Property; (iii) rental loss insurance for a period of 12 months after the date of loss; and (iv) law and ordinance coverage with no sublimit, including changes in law and ordinances enacted during the course of reconstruction. Builder's risk insurance shall be provided during construction. Architects and engineers shall submit evidence of errors and omissions coverage, in amounts reasonably satisfactory to the Investor. Workers compensation insurance shall be provided as to any entity with employees working at the Property. All policies shall name the Investor as an additional insured and shall otherwise be subject to Investor approval.

XIII. Indemnity Agreement

The Managing Member shall indemnify the Investor, Hudson and its affiliates, and their respective officers, directors for any losses incurred by investor or Hudson due to any untrue statement of a material fact or omission to state a material fact necessary to make any such statement, in light of the circumstances under which they were made, not misleading, by the Managing Member or its agents set forth in any document delivered by the Managing Member or its agents in connection with the acquisition of the Property, the investment by the Investor in the Company and the execution of the Operating Agreement. The Managing Member will be required to provide an environmental indemnification for the duration of the tax credit compliance period.

XIV. General Conditions

Payment of the Second/Third/Fourth Capital Contributions shall be conditioned upon completion of an appropriate due diligence review by the Investor to confirm that there have been no changes in material circumstances affecting the Property, including (i) receipt of estoppel letter(s) from all lenders; (ii) review of title (including a "date-down" endorsement), survey, environmental and other legal and regulatory matters; (iii) receipt of a "No Change" legal opinion from counsel to the Partnership; and (iv) certification by the General Partner as to the continued accuracy of representations and warranties made in the Partnership Agreement.

XV. Conditions to Closing

Your execution of this letter will also be deemed consent to perform background checks on the principal(s) of the Managing Member and Developer. The Managing Member understands that any consultant, engineering, environmental or other, selected for the project shall be acceptable to the lender and to the equity investor and that the Company shall bear the cost of fees associated with pre-construction feasibility studies, structural analysis, and monthly inspections. At closing, Hudson shall be reimbursed up to \$90,000 for its legal expenses subject to approval of the tax credit allocating agency.

By executing this letter and in consideration of the substantial expenses to be incurred by Hudson and its affiliates in legal and accounting fees and for due diligence, you agree that you and your

Ben Miller
LOI – Agape Chantilly House Phase I (4%)
January 7, 2026, Page 11

affiliates will not offer any interest in the Property to any other party unless this Letter is terminated by mutual consent. Approval of this transaction is subject to Investor's satisfactory completion of due diligence and Investment Committee approval in its sole and absolute discretion.

If the above proposal is acceptable, please indicate your acceptance by executing two copies and returning one to Hudson at the above address. We look forward to working with you.

Sincerely,
Hudson Housing Capital LLC



By: _____
W. Kimmel Cameron, Jr.
Senior Vice President

ACCEPTED AND AGREED TO
THIS ____ DAY OF _____, 2025

By: _____

EXHIBIT A
FORM OF CONTRACTOR PAYOFF LETTER

<<< Company Letterhead >>>

CONTRACTOR PAYOFF LETTER

[DATE]

VIA EMAIL

Hudson Housing Capital LLC
630 Fifth Ave, 28th Floor
New York, New York 10111

Re: [Property Name and Address]

Dear Mr. Anbar:

This is to confirm the following:

1. [General Contractor] has been paid to date in the amount of [\$X,XXX,XXX] as evidenced by the

attached unconditional lien waivers from the Contractor and Subcontractors.

2. The outstanding balance, including punch list and retention on the abovementioned construction contract and including all pending change orders (as evidenced by the attached pending change order log) and all amounts owed to all Subcontractors and suppliers for the project, is [\$X,XXX,XXX].
3. There will be no additional change orders.
4. Submitted with this letter are conditional lien waivers from the Contractor and Subcontractors for all amounts less retainage, punch list items, and/or other amounts owed.

Furthermore, the Contractor acknowledges that to the extent punch list items remain to be completed, such punch list shall be completed within ninety (90) days of the date of Substantial Completion, as such term is defined in the Amended and Restated Operating Agreement of [XXXX] dated [XXXXXX].

Sincerely,

Name
Title
General Contractor

Tab D:

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

This deal does not require
information behind this tab.

Tab E:

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

AMENDED AND RESTATED OPTION TO LEASE

This AMENDED AND RESTATED OPTION TO LEASE (this “**Option**”) effective as of Jan 7, 2025 (“**Effective Date**”), is made by and between Agape Property Management, LLC, a Virginia limited liability company (“**Optionor**”), AHC1 4% Owner, LLC, a Virginia limited liability company (“**Optionee**”), and Wellington Development Partners LLC, a Virginia limited liability company (“**Assignor**”).

RECITALS

- A. Optionor and Assignor entered into that certain Option to Lease dated October 22, 2024 (the “**Original Option**”), granting Assignor the right to lease certain real property described in Exhibit A attached hereto, and Assignor desires to transfer and assign all of its rights, title, and interest in and to the Original Option with respect to the portion of such property that comprises the proposed 4% low-income housing tax credit (“**LIHTC**”) project, generally depicted as “4% Parcel” in Exhibit B attached hereto (the “**Property**”) to Optionee (“**Assignment**”) in connection with Optionee’s intention to apply to Virginia Housing (the “**Agency**”) for LIHTC to assist in the development of an affordable rental housing development on the Property (“**Project**”);
- B. In connection with the application for low-income housing tax credits, the Optionee must demonstrate that it has “site control” over the Property, and thus Optionor, Optionee and Assignor desire to enter into this Option to effectuate the Assignment and grant Optionee the exclusive right and option to lease the Property during the Option Period (hereinafter defined) pursuant to a long-term lease (“**Lease**”); and
- C. The parties acknowledge that with respect to the Property, this Option amends and fully restates the Original Option, and upon execution, will supersede and replace the Original Option.

THEREFORE, in consideration of the mutual promises, covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Optionor and Optionee hereby agree as follows:

AGREEMENT

- 1. **Assignment and Transfer of Rights.** Assignor hereby transfers, assigns, conveys, and delivers to Optionee all of Assignor’s rights, title, and interest in and to the Original Option with respect to the Property, including but not limited to the exclusive right to lease the Property in accordance with the terms of this Option, and Optionee hereby assumes all of Assignor’s rights, title, and interest therein.
- 2. **Lease Option.**
 - 2.1. **Grant.** Optionor hereby grants to Optionee and its assigns, the sole and exclusive right and option to lease the Property and obtain any easements and other rights the parties

determine are needed to install, operate and maintain the Project thereon (the “**Option**”). The Optionor will not market, offer, sell, or otherwise transfer any interest in the Property prior to the expiration of the Option Period (defined below) without Optionee’s prior written consent.

- 2.2. **Term.** Optionee may exercise the Option at any time between the Effective Date and the twenty-fourth (24th) month anniversary of the Effective Date (the “**Option Period**”) by giving Optionor notice in writing, and, in its reasonable discretion, specifying a closing date for the leasing of the property within one hundred eighty (180) days thereafter (the “**Closing Date**”). If Optionee fails to notify Optionor of its election to exercise the Option during the Option Period and the parties do not elect to extend such Option Period, then this Option will automatically terminate and be of no further force or effect.

3. **Lease Terms.** The material terms of the Lease will be as follows:

- 3.1. The term will be ninety-nine (99) years, or such longer term as may reasonably be required by Project lenders and investors.
- 3.2. Subject to any adjustments needed to ensure that a request for LIHTCs from Virginia Housing and a capital subsidy from Fairfax County remain competitive, and to satisfy other Virginia Housing and LIHTC investor requirements, the basic rent will include an upfront payment to Optionor of approximately \$1,150,000 at closing, and an annual Lease payment of approximately \$12,376 per year, throughout the initial 15-year LIHTC compliance period (“**Compliance Period**”). The annual Lease payment will increase each year by 3% until the end of the Compliance Period. Notwithstanding anything in this Option to the contrary, to the extent that the anticipated number of units in the Project is increased to remain competitive or satisfy Virginia Housing and/or investor requirements, it is the intent of the parties that the terms of the Lease remain unchanged.
- 3.3. The Optionor may not transfer or assign its rights under the Lease without the consent of the Optionee.
- 3.4. The Optionee will be permitted to assign or encumber its leasehold interest under the Lease as security for any debt financing for the Project. The Optionor approves the financing provided in the tax credit application and will receive the related documentation for its review prior to the Closing Date. The parties agree that the Lease will be subordinated to the first priority lender’s mortgage on the Project.
- 3.5. In the event that Fairfax County, through one of its agencies, exercises its purchase option or right of first refusal, then the Lease will continue through the remaining term.
4. **Access to Property.** Optionee and its employees, contractors and agents will have, at Optionee’s sole expense, the right to inspect the Property and to conduct tests and studies thereon at all reasonable times after written notice to Optionor. Optionee will promptly restore any damage to the Property arising from the Optionee’s exercise of its rights under this Section 4.

5. **Standstill.** Throughout the Compliance Period, Optionor agrees to waive any default not curable by Optionee, so long as the Optionee has diligently exercised its rights and remedies and cured any curable defaults within the applicable cure period. Optionor will have no right to terminate the Lease due to any default not curable by Optionee, so long as the rent is being paid in accordance with Section 3.2 herein, and the Optionee has diligently cured all curable defaults.
6. **Status of Title; Liens.** Optionee may obtain a commitment for a policy of title insurance at its own expense, written by a title insurer acceptable to Optionee ("***Title Company***"), insuring the title to the Property. Optionee may notify Optionor of any objections to the status of title, and Optionor will have ten (10) days thereafter to notify Optionee of any objections it refuses to cure prior to the Closing Date; otherwise, Optionor will be deemed to have agreed to remove all such objections. All costs of satisfying and releasing any liens and other exceptions on the title of the Property objected to by Optionee and agreed to be removed by Optionor will be paid by Optionor on or prior to the Closing Date.
7. **Recording.** This Option will not be recorded, but the Lease or a memorandum of the Lease is expected to be recorded in the appropriate office of public records. All costs of transfer and recordation will be borne by the Optionee as a Project expense, and not by Optionor.
8. **Assignment.** The Optionee may assign its interest in the Option to another person or entity without the consent of Optionor.
9. **Choice of Law.** This Option will be governed by, enforced, and construed in accordance with the internal laws of the Commonwealth of Virginia. The parties agree that the courts in Fairfax County, Virginia will have exclusive jurisdiction over any disputes arising out of this Option. Optionor and Optionee agree that such court may exercise personal jurisdiction over them and waive any defenses each may have to such exercise of jurisdiction.
10. **Counterpart.** This Option may be executed in multiple original counterparts, each of which will constitute an original document binding upon the party or parties signing the same. It will not be necessary that all parties sign all counterparts and this Option will be binding if each party will have executed at least one counterpart. PDF, TIFF, facsimile, or other electronic signatures will be deemed originals for all purposes.
11. **Notices.** Any and all notices, elections, demands or communications permitted or required to be made under this Option will be in writing to the addresses below, and will be delivered in person, sent by a nationally recognized overnight service or sent by registered or certified mail to the other party hereto at the address set forth herein (or such other address as either party may designate in writing). The date of delivery will be the date that such notice or election will be deemed to have been given.

The address of Optionor is:

c/o Agape Property Management LLC
6349 Lincolnia Road
Alexandria, Virginia 22312

Attn: Daniel Chul Choi
Telephone: (703) 498-0050
Email: daniel@agapehealthva.com

The address of Optionee is:

c/o Wellington Development Partners LLC
7804 Ariel Way
McLean, Virginia 22102
Attn: Benjamin Miller
Telephone: (703) 475-5015
Email: bmiller@wellington-development.com

with a copy to:

Vorys, Sater, Seymour and Pease LLP
1909 K Street NW, Suite 900
Washington, DC 20006
Attn. Mo Smith

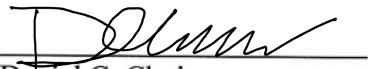
12. **Recitals.** The Recitals above are hereby incorporated and made a part of this Option.

(Signature page follows)

The parties, intending to be legally bound, have executed this Option under seal effective as of the Effective Date.

OPTIONOR:

Agape Property Management, LLC
a Virginia limited liability company

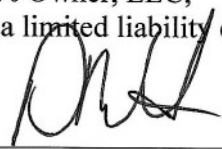
By: 

Name: Daniel C. Choi

Title: Authorized Signatory

OPTIONEE:

AHC1 4% Owner, LLC,
a Virginia limited liability company

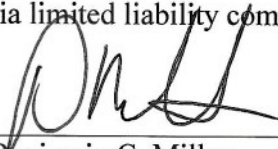
By: 

Name: Benjamin C. Miller

Title: Authorized Signatory

ASSIGNOR:

Wellington Development Partners LLC,
a Virginia limited liability company

By: 

Name: Benjamin C. Miller

Title: Authorized Signatory

Exhibit A

(Legal Description)

Being all of Parcel C2-A1, Dulles Business Park as recorded by Deed of Boundary Line Adjustment, Resubdivision, Easement, Vacation, and Subordination dated June 26, 2008, and recorded January 21, 2009 in Deed Book 20244 at Page 181 among the Land Records of Fairfax County, Virginia. Further described as Fairfax County Map Number ("Map#") 0344 12 C7, consisting of approximately 3.79 acres of vacant land, with a mailing address of 3870 Centerview Drive, Chantilly, Virginia.

Exhibit B

(Depiction of Property)

(see attached)



THE INFORMATION, DESIGN, AND CONTENT OF THESE DRAWINGS AND/OR DOCUMENTS HERETO ARE PROPRIETARY TO VIKIA VIRGINIA, L.L.C. AND CONSTITUTE ITS PROPRIETARY INTELLECTUAL PROPERTY. THESE DRAWINGS AND/OR DOCUMENTS MUST NOT BE DIGITALLY FORWARDED, SHARED OR COPIED, DIGITALLY CONVERTED, MODIFIED, OR USED FOR ANY DESIGN PURPOSE, IN ANY FORMAT, WITHOUT PRIOR WRITTEN AUTHORIZATION FROM VIKIA VIRGINIA, L.L.C. VIOLATIONS MAY RESULT IN PROSECUTION. ANY APPROVED, SIGNED AND SEALED PLANS OR DRAWINGS MAY BE UTILIZED FOR RECORDING AND/OR CONSTRUCTION PURPOSES.

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PROFESSIONAL SEAL



SULLY DISTRICT
FAIRFAX COUNTY, VIRGINIA

DRAWN BY:	GA
DESIGNED BY:	SEC
DATE ISSUED:	FEB., 2025

VIKA NO.	6143S
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SHEET
NO. 1 OF 1



30 60

(IN FEET)

1 inch = 30 ft.

NO.	DESCRIPTION	REVIEW BY	APPROVED	DATE
REVISION APPROVED BY SITE PLAN REVIEW AND INSPECTIONS DIVISION				

Printable page

MAP #: 0344 12 C7
AGAPE PROPERTY MANAGEMENT LLC

3870 CENTERVIEW DR

Values

Tax Year	2025
Current Land	\$5,355,000
Current Building	\$0
Current Assessed Total	\$5,355,000
Tax Exempt	NO
Note	

Values History

Tax Year	Land	Building	Assessed Total	Tax Exempt
2024	\$2,604,000	\$0	\$2,604,000	NO
2023	\$2,604,000	\$0	\$2,604,000	NO
2022	\$2,604,000	\$0	\$2,604,000	NO
2021	\$2,604,000	\$0	\$2,604,000	NO
2020	\$2,852,000	\$0	\$2,852,000	NO
2019	\$2,232,000	\$0	\$2,232,000	NO
2018	\$2,232,000	\$0	\$2,232,000	NO
2017	\$2,232,000	\$0	\$2,232,000	NO
2016	\$2,232,000	\$0	\$2,232,000	NO
2015	\$2,232,000	\$0	\$2,232,000	NO
2014	\$2,232,000	\$0	\$2,232,000	NO
2013	\$2,232,000	\$0	\$2,232,000	NO
2012	\$2,232,000	\$0	\$2,232,000	NO
2011	\$2,232,000	\$0	\$2,232,000	NO
2010	\$2,232,000	\$0	\$2,232,000	NO

Source: Fairfax County Department
of Tax Administration, Real Estate Division.

Tab F:

RESNET Rater Certification (MANDATORY)



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.

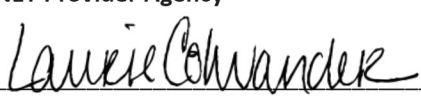
- ☒ **New Construction** – EnergyStar Certification
The development's design meets the criteria for the EnergyStar Certification. Rater understands that before issuance of IRS Form 8609, the applicant will obtain and provide EnergyStar Certification to Virginia Housing.
- ☐ **Rehabilitation** – 30% performance 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.

- ☐ **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

	Benoit Rivard	2/19/2025
RESNET Rater Signature	Printed Name	Date
Southern Energy Management	Laurie Colwander	
RESNET Provider Agency	Provider Contact Name	
	laurie@southern-energy.com	919-538-7837
Contact Signature	Email	Phone

EARTHCRAFT

CERTIFIED TECHNICAL ADVISOR

This certificate hereby recognizes that the following individual has demonstrated their commitment to a higher standard for health, performance, comfort, and environmental responsibility by becoming a certified Technical Advisor.

Name: Benoit Rivard

Company: Southern Energy Management

Address: 5908 Triangle Drive, Raleigh, NC 27617

Certified on: June 16, 2021



*Amelia Godfrey
EarthCraft Program Manager, Southface*



EarthCraft is a partnership between Southface and the Greater Atlanta Homebuilders' Association

241 Pine St NE, Atlanta, Georgia 30308 | 404.604.3636 | www.earthcraft.org

2/20/2025

Energy Model & Green Program Assumptions Disclosure

Southern Energy Management has built energy models for the following project:

- **Agape House**

The energy models follow the *ANSI/RESNET/ICC 301-2019 Standard for the Calculation and Labeling of the Energy Performance of Dwelling and Sleeping Units using an Energy Rating Index*.

The inputs in the energy models that are used to demonstrate preliminary compliance with the Virginia QAP standards are based upon the minimum requirements for Energy Star, as well as the initial plans provided (if applicable) to Southern Energy Management. If plans were provided, they were assumed to be the latest version and a representation of what will be constructed on site.

Unless otherwise indicated, building envelope performance values are assumed to be code minimum for the applicable jurisdiction and are also subject to change after on-site testing is performed. Initial files sent to the project team may indicate a variation in unit square footage values than what is provided to SEM on the preliminary plans. This difference can be attributed to the differing protocols for measuring units between the architect and the residential modeler. If square footage below is the same as the values listed on the plans, note that once measured for the final energy model the square footage utilized may vary.

Southern Energy Management does not guarantee nor attest compliance with the applicable QAP requirements based on these preliminary models or plan set(s) as our review is based on ENERGY STAR for Multifamily New Construction V1.1 compliance and green program (NGBS) qualification. All inputs listed in the following Building File Reports are subject to change with any alterations or modifications in the construction documents plan set as well as differences observed during on-site inspections.

As Modeled Unit Type(s)*

**Plans used to generate these scores are preliminary and may not be representative of the final design.*

Number of Bedrooms	Square Footage	Average HERS
1 bedroom	664	54

2 bedroom	950	53
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About Southern Energy Management

Southern Energy Management (SEM) is a HERS rater training provider that has been committed to improving the way people create, consume, and conserve energy since 2001. We are a team of over 180 building performance and solar experts who believe what you do is important, and how you do it matters just as much. SEM provides consultations, inspections, testing and third party verification for multifamily & commercial green building certification programs including (but not limited to): HERS Ratings, ENERGY STAR, National Green Building Standard, LEED, Green Globes, EarthCraft, Fitwel, etc.

<https://southern-energy.com/multifamily-energy-services/>



Home Energy Rating Certificate

Projected Report
Based on Plans

Rating Date: 2025-02-20
Registry ID:
Ekotrope ID: 2RMkWxYv

HERS® Index Score:

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

57

Annual Savings

\$641

*Relative to an average U.S. home

Home:

Chantilly, VA 20151

Builder:

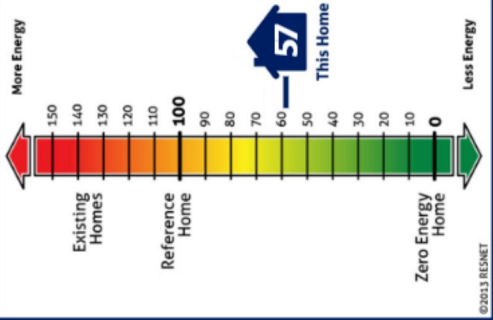
Your Home's Estimated Energy Use:

	Use [MBtu]	Annual Cost
Heating	6.8	\$219
Cooling	2.1	\$69
Hot Water	3.9	\$126
Lights/Appliances	9.2	\$299
Service Charges		\$91
Generation (e.g. Solar)	0.0	\$0
Total:	22.0	\$804

This home meets or exceeds the criteria of the following:

ENERGY STAR MF v1.1
ENERGY STAR MF v1.0
2009 International Energy Conservation Code
2006 International Energy Conservation Code

HERS' Index



Home Feature Summary:

Home Type:	Apartment, inside unit
Model:	1 BR Ext middle
Community:	N/A
Conditioned Floor Area:	664 ft ²
Number of Bedrooms:	1
Primary Heating System:	Air Source Heat Pump • Electric • 7.5 HSPF2
Primary Cooling System:	Air Source Heat Pump • Electric • 15.2 SEER2
Primary Water Heating:	Residential Water Heater • Electric • 0.95 UEF
House Tightness:	0.3 CFM50 / s.f. Shell Area (Adjusted Infiltration: 2.96 ACH50)
Ventilation:	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Duct Leakage to Outside:	Untested Forced Air
Above Grade Walls:	R-27
Ceiling:	Vaulted Roof, R-19
Window Type:	U-Value: 0.25, SHGC: 0.21
Foundation Walls:	N/A
Framed Floor:	R-11

Rating Completed by:

Energy Rater: Benoit Rivard
RESNET ID: 4443444

Rating Company: Southern Energy Management MES
5908 Triangle Drive

Rating Provider: Southern Energy Management
5908 Triangle Drive, Raleigh, NC 27617
919-836-0330



Benoit Rivard, Certified Energy Rater
Digitally signed: 2/20/25 at 3:43 PM



ekotrope

Energy savings calculated without modifications to the energy model. (As Modeled)

Ekotrope RATER - Version:4.2.2.3575
The Energy Rating Disclosure for this home is available from the Approved Rating Provider.
This report does not constitute any warranty or guarantee.

ENERGY STAR MF V1.1 Home Report

Property Chantilly, VA 20151 Model: 1 BR Ext middle Agape House_1 br ext middle Initial House Design	Organization Southern Energy Management Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
---	--	---

Mandatory Requirements

- ✓ Duct leakage at post construction better than or equal to applicable requirements.
- ✓ Total building thermal envelope UA meets or exceeds applicable requirements.
- ✓ Slab on Grade Insulation must be > R-5, and at IECC 2009 Depth for Climate Zones 4 and above.
- ✓ Envelope insulation achieves RESNET Grade I installation, or Grade II with insulated sheathing.
- ✓ Total window thermal properties meet or exceed the applicable requirements
- ✓ Duct insulation meets the EPA minimum requirements of R-6.
- ✓ Mechanical ventilation system is installed in the home.
- ✓ Measured infiltration is better than or equal to applicable requirements.
- ✓ ENERGY STAR Checklists fully verified and complete.

ERI (HERS) Index Target

Reference Home ERI (HERS)	63
SAF (Size Adjustment Factor)	1.00
SAF Adjusted ERI (HERS) Target	63
As Designed Home ERI (HERS)	57
As Designed Home ERI (HERS) w/o PV	57

Normalized, Modified End-Use Loads (MBtu / year)

	ENERGY STAR	As Designed
Heating	6.8	6.7
Cooling	2.6	2.3
Water Heating	3.9	3.4
Lights and Appliances	10.7	9.2
Total	24.1	21.6



This home **MEETS** or **EXCEEDS** the energy efficiency requirements for designation as an EPA ENERGY STAR Qualified Home under Version Multifamily V1.1

Pollution Prevented

Type of Emissions	Reduction
Carbon Dioxide (CO ₂) - tons/yr	-0.0

Energy Cost Savings	\$/yr
Heating	-54
Cooling	-15
Water Heating	21
Lights & Appliances	49
Generation Savings	0
Total	1

The energy savings and pollution prevented are calculated by comparing the Rated Home to the ENERGY STAR Version Multifamily V1.1 Reference Home as defined in the ENERGY STAR Qualified Homes ERI (HERS) Target Procedure for National Program Requirements, Version Multifamily V1.1 promulgated by the Environmental Protection Agency (EPA). In accordance with the ANSI/RESNET/ICC 301 Standard, building inputs affecting setpoints infiltration rates, window shading and the existence of mechanical systems may have been changed prior to calculating loads

Building Specification Summary

Property Chantilly, VA 20151 Model: 1 BR Ext middle Agape House_1 br ext middle Initial House Design	Organization Southern Energy Managem Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
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Building Information

Conditioned Area [ft²]	664.00
Conditioned Volume [ft³]	7,436.80
Thermal Boundary Area [ft²]	2,541.00
Number Of Bedrooms	1
Housing Type	Apartment, inside unit

Rating

HERS ERI	57
HERS ERI w/o PV	57

Building Shell

Ceiling w/ Attic	None	Windows (largest)	U-Value: 0.25, SHGC: 0.21
Vaulted Ceiling	R19 Adiabatic ; U-0.057	Window / Wall Ratio	0.09
Above Grade Walls	R-19 + R7.5Ci 16" OC G1; U-0.039	Window / Floor Ratio	0.14
Found. Walls	None	Infiltration	0.3 CFM50 / s.f. Shell Area
Framed Floors	None	Duct Lkg to Outside	Untested Forced Air
Slabs	None	Total Duct Leakage	60 CFM @ 25Pa (Post-Construction)

Mechanical Systems

Heating	Air Source Heat Pump • Electric • 7.5 HSPF2
Cooling	Air Source Heat Pump • Electric • 15.2 SEER2
Water Heating	Residential Water Heater • Electric • 0.95 UEF
Programmable Thermostat	Yes
Ventilation System	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Whole House Fan	N/A

Lights and Appliances

Percent Interior LED	100%	Clothes Dryer Fuel	Electric
Percent Exterior LED	100%	Clothes Dryer CEF	3.9
Refrigerator (kWh/yr)	500.0	Clothes Washer LER (kWh/yr)	284.0
Dishwasher Efficiency	240 kWh	Clothes Washer Capacity	4.2
Ceiling Fan	None	Range/Oven Fuel	Electric

Home Energy Rating Certificate

Projected Report
Based on Plans

Rating Date: 2025-02-20

Registry ID:

Ekotrope ID: dE1AaDbd

HERS® Index Score:

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

51

Annual Savings

\$696

*Relative to an average U.S. home

Home:

Chantilly, VA 20151

Builder:

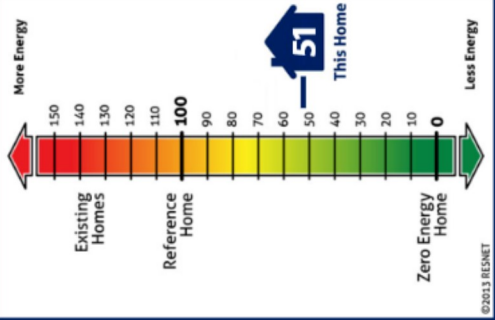
Your Home's Estimated Energy Use:

	Use [MBtu]	Annual Cost
Heating	5.5	\$178
Cooling	1.7	\$56
Hot Water	3.9	\$126
Lights/Appliances	9.2	\$299
Service Charges		\$91
Generation (e.g. Solar)	0.0	\$0
Total:	20.3	\$750

This home meets or exceeds the criteria of the following:

ENERGY STAR MF v1.1
ENERGY STAR MF v1.0
2009 International Energy Conservation Code
2006 International Energy Conservation Code

HERS' Index



Home Feature Summary:

Home Type:	Apartment, inside unit
Model:	1 BR Ext Top
Community:	N/A
Conditioned Floor Area:	664 ft ²
Number of Bedrooms:	1
Primary Heating System:	Air Source Heat Pump • Electric • 7.5 HSPF2
Primary Cooling System:	Air Source Heat Pump • Electric • 15.2 SEER2
Primary Water Heating:	Residential Water Heater • Electric • 0.95 UEF
House Tightness:	0.3 CFM50 / s.f. Shell Area (Adjusted Infiltration: 2.96 ACH50)
Ventilation:	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Duct Leakage to Outside:	Untested Forced Air
Above Grade Walls:	R-27
Ceiling:	Vaulted Roof, R-38
Window Type:	U-Value: 0.25, SHGC: 0.21
Foundation Walls:	N/A
Framed Floor:	R-11

Rating Completed by:

Energy Rater: Benoit Rivard
RESNET ID: 4443444

Rating Company: Southern Energy Management MES
5908 Triangle Drive

Rating Provider: Southern Energy Management
5908 Triangle Drive, Raleigh, NC 27617
919-836-0330



Benoit Rivard, Certified Energy Rater
Digitally signed: 2/20/25 at 3:43 PM



Ekotrope

Energy savings calculated without modifications to the energy model. (As Modeled)

The Energy Rating Disclosure for this home is available from the Approved Rating Provider.
This report does not constitute any warranty or guarantee.

Ekotrope RATER - Version:4.2.2.3575

ENERGY STAR MF V1.1 Home Report

Property Chantilly, VA 20151 Model: 1 BR Ext Top Agape House_1 br ext top Initial House Design	Organization Southern Energy Management Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
---	--	---

Mandatory Requirements

- ✓ Duct leakage at post construction better than or equal to applicable requirements.
- ✓ Total building thermal envelope UA meets or exceeds applicable requirements.
- ✓ Slab on Grade Insulation must be > R-5, and at IECC 2009 Depth for Climate Zones 4 and above.
- ✓ Envelope insulation achieves RESNET Grade I installation, or Grade II with insulated sheathing.
- ✓ Total window thermal properties meet or exceed the applicable requirements
- ✓ Duct insulation meets the EPA minimum requirements of R-6.
- ✓ Mechanical ventilation system is installed in the home.
- ✓ Measured infiltration is better than or equal to applicable requirements.
- ✓ ENERGY STAR Checklists fully verified and complete.

ERI (HERS) Index Target

Reference Home ERI (HERS)	63
SAF (Size Adjustment Factor)	1.00
SAF Adjusted ERI (HERS) Target	63
As Designed Home ERI (HERS)	51
As Designed Home ERI (HERS) w/o PV	51

Normalized, Modified End-Use Loads (MBtu / year)

	ENERGY STAR	As Designed
Heating	6.8	5.3
Cooling	2.6	1.9
Water Heating	3.9	3.4
Lights and Appliances	10.7	9.2
Total	24.1	19.8



This home **MEETS** or **EXCEEDS** the energy efficiency requirements for designation as an EPA ENERGY STAR Qualified Home under Version Multifamily V1.1

Pollution Prevented

Type of Emissions	Reduction
Carbon Dioxide (CO ₂) - tons/yr	0.1

Energy Cost Savings	\$/yr
Heating	-13
Cooling	-2
Water Heating	21
Lights & Appliances	49
Generation Savings	0
Total	55

The energy savings and pollution prevented are calculated by comparing the Rated Home to the ENERGY STAR Version Multifamily V1.1 Reference Home as defined in the ENERGY STAR Qualified Homes ERI (HERS) Target Procedure for National Program Requirements, Version Multifamily V1.1 promulgated by the Environmental Protection Agency (EPA). In accordance with the ANSI/RESNET/ICC 301 Standard, building inputs affecting setpoints infiltration rates, window shading and the existence of mechanical systems may have been changed prior to calculating loads

Building Specification Summary

Property Chantilly, VA 20151 Model: 1 BR Ext Top Agape House_1 br ext top Initial House Design	Organization Southern Energy Management Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
---	--	---

Building Information		Rating	
Conditioned Area [ft²]	664.00	HERS ERI	51
Conditioned Volume [ft³]	7,436.80	HERS ERI w/o PV	51
Thermal Boundary Area [ft²]	2,541.00		
Number Of Bedrooms	1		
Housing Type	Apartment, inside unit		

Building Shell

Ceiling w/ Attic	None	Windows (largest)	U-Value: 0.25, SHGC: 0.21
Vaulted Ceiling	R38 Ci - roof deck (XPS); U-0.024	Window / Wall Ratio	0.09
Above Grade Walls	R-19 + R7.5Ci 16" OC G1; U-0.039	Window / Floor Ratio	0.14
Found. Walls	None	Infiltration	0.3 CFM50 / s.f. Shell Area
Framed Floors	None	Duct Lkg to Outside	Untested Forced Air
Slabs	None	Total Duct Leakage	60 CFM @ 25Pa (Post-Construction)

Mechanical Systems	
Heating	Air Source Heat Pump • Electric • 7.5 HSPF2
Cooling	Air Source Heat Pump • Electric • 15.2 SEER2
Water Heating	Residential Water Heater • Electric • 0.95 UEF
Programmable Thermostat	Yes
Ventilation System	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Whole House Fan	N/A

Lights and Appliances			
Percent Interior LED	100%	Clothes Dryer Fuel	Electric
Percent Exterior LED	100%	Clothes Dryer CEF	3.9
Refrigerator (kWh/yr)	500.0	Clothes Washer LER (kWh/yr)	284.0
Dishwasher Efficiency	240 kWh	Clothes Washer Capacity	4.2
Ceiling Fan	None	Range/Oven Fuel	Electric

Home Energy Rating Certificate

Projected Report
Based on Plans

Rating Date: 2025-02-20

Registry ID:

Ekotrope ID: L0V4N7Xv

HERS® Index Score:

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

50

Annual Savings

\$911

*Relative to an average U.S. home

Home:

Chantilly, VA 20151

Builder:

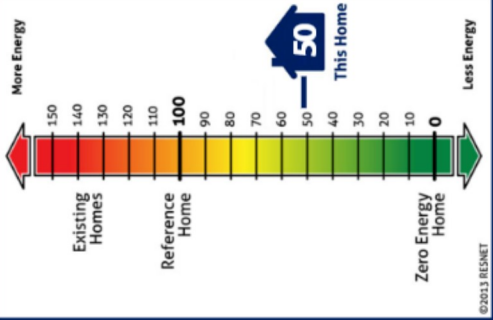
Your Home's Estimated Energy Use:

	Use [MBtu]	Annual Cost
Heating	7.1	\$229
Cooling	2.3	\$75
Hot Water	5.4	\$173
Lights/Appliances	11.1	\$359
Service Charges		\$91
Generation (e.g. Solar)	0.0	\$0
Total:	25.9	\$927

This home meets or exceeds the criteria of the following:

ENERGY STAR MF v1.1
ENERGY STAR MF v1.0
2009 International Energy Conservation Code
2006 International Energy Conservation Code

HERS' Index



Home Feature Summary:

Home Type:	Apartment, inside unit
Model:	2 BR Top
Community:	N/A
Conditioned Floor Area:	950 ft ²
Number of Bedrooms:	2
Primary Heating System:	Air Source Heat Pump • Electric • 7.5 HSPF2
Primary Cooling System:	Air Source Heat Pump • Electric • 15.2 SEER2
Primary Water Heating:	Residential Water Heater • Electric • 0.95 UEF
House Tightness:	0.3 CFM50 / s.f. Shell Area (Adjusted Infiltration: 2.83 ACH50)
Ventilation:	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Duct Leakage to Outside:	Untested Forced Air
Above Grade Walls:	R-27
Ceiling:	Vaulted Roof, R-38
Window Type:	U-Value: 0.25, SHGC: 0.21
Foundation Walls:	N/A
Framed Floor:	R-11

Rating Completed by:

Energy Rater: Benoit Rivard
RESNET ID: 4443444

Rating Company: Southern Energy Management MES
5908 Triangle Drive

Rating Provider: Southern Energy Management
5908 Triangle Drive, Raleigh, NC 27617
919-836-0330



Benoit Rivard, Certified Energy Rater
Digitally signed: 2/20/25 at 3:43 PM



Energy savings calculated without modifications to the energy model. (As Modeled)

Ekotrope RATER - Version:4.2.2.3575
The Energy Rating Disclosure for this home is available from the Approved Rating Provider.
This report does not constitute any warranty or guarantee.

ENERGY STAR MF V1.1 Home Report

Property Chantilly, VA 20151 Model: 2 BR Top Agape House_2 br top Initial House Design	Organization Southern Energy Management Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
---	--	---

Mandatory Requirements

- ✓ Duct leakage at post construction better than or equal to applicable requirements.
- ✓ Total building thermal envelope UA meets or exceeds applicable requirements.
- ✓ Slab on Grade Insulation must be > R-5, and at IECC 2009 Depth for Climate Zones 4 and above.
- ✓ Envelope insulation achieves RESNET Grade I installation, or Grade II with insulated sheathing.
- ✓ Total window thermal properties meet or exceed the applicable requirements
- ✓ Duct insulation meets the EPA minimum requirements of R-6.
- ✓ Mechanical ventilation system is installed in the home.
- ✓ Measured infiltration is better than or equal to applicable requirements.
- ✓ ENERGY STAR Checklists fully verified and complete.

ERI (HERS) Index Target

Reference Home ERI (HERS)	61
SAF (Size Adjustment Factor)	1.00
SAF Adjusted ERI (HERS) Target	61
As Designed Home ERI (HERS)	50
As Designed Home ERI (HERS) w/o PV	50

Normalized, Modified End-Use Loads (MBtu / year)

	ENERGY STAR	As Designed
Heating	8.1	7.2
Cooling	3.6	2.5
Water Heating	5.5	4.8
Lights and Appliances	13.0	11.1
Total	30.2	25.6



This home **MEETS** or **EXCEEDS** the energy efficiency requirements for designation as an EPA ENERGY STAR Qualified Home under Version Multifamily V1.1

Pollution Prevented

Type of Emissions	Reduction
Carbon Dioxide (CO ₂) - tons/yr	0.2

Energy Cost Savings

	\$/yr
Heating	-15
Cooling	-0
Water Heating	26
Lights & Appliances	60
Generation Savings	0
Total	70

The energy savings and pollution prevented are calculated by comparing the Rated Home to the ENERGY STAR Version Multifamily V1.1 Reference Home as defined in the ENERGY STAR Qualified Homes ERI (HERS) Target Procedure for National Program Requirements, Version Multifamily V1.1 promulgated by the Environmental Protection Agency (EPA). In accordance with the ANSI/RESNET/ICC 301 Standard, building inputs affecting setpoints infiltration rates, window shading and the existence of mechanical systems may have been changed prior to calculating loads

Building Specification Summary

Property Chantilly, VA 20151 Model: 2 BR Top Agape House_2 br top Initial House Design	Organization Southern Energy Managem Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
---	---	---

Building Information

Conditioned Area [ft²]	950.00
Conditioned Volume [ft³]	10,640.00
Thermal Boundary Area [ft²]	3,254.80
Number Of Bedrooms	2
Housing Type	Apartment, inside unit

Rating

HERS ERI	50
HERS ERI w/o PV	50

Building Shell

Ceiling w/ Attic	None	Windows (largest)	U-Value: 0.25, SHGC: 0.21
Vaulted Ceiling	R38 Ci - roof deck (XPS); U-0.024	Window / Wall Ratio	0.10
Above Grade Walls	R-19 + R7.5Ci 16" OC G1; U-0.039	Window / Floor Ratio	0.13
Found. Walls	None	Infiltration	0.3 CFM50 / s.f. Shell Area
Framed Floors	None	Duct Lkg to Outside	Untested Forced Air
Slabs	None	Total Duct Leakage	60 CFM @ 25Pa (Post-Construction)

Mechanical Systems

Heating	Air Source Heat Pump • Electric • 7.5 HSPF2
Cooling	Air Source Heat Pump • Electric • 15.2 SEER2
Water Heating	Residential Water Heater • Electric • 0.95 UEF
Programmable Thermostat	Yes
Ventilation System	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Whole House Fan	N/A

Lights and Appliances

Percent Interior LED	100%	Clothes Dryer Fuel	Electric
Percent Exterior LED	100%	Clothes Dryer CEF	3.9
Refrigerator (kWh/yr)	500.0	Clothes Washer LER (kWh/yr)	284.0
Dishwasher Efficiency	240 kWh	Clothes Washer Capacity	4.2
Ceiling Fan	None	Range/Oven Fuel	Electric

Home Energy Rating Certificate

Projected Report
Based on Plans

Rating Date: 2025-02-20

Registry ID:

Ekotrope ID: 23Jn7Jiv

HERS® Index Score:

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

56

Annual Savings

\$837

*Relative to an average U.S. home

Home:

Chantilly, VA 20151

Builder:

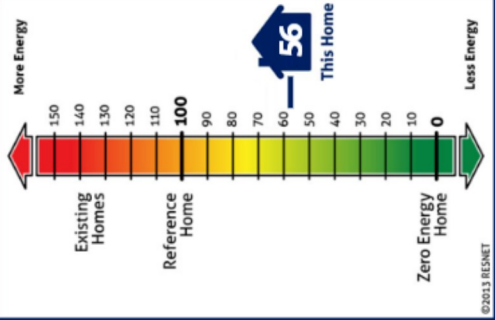
Your Home's Estimated Energy Use:

	Use [MBtu]	Annual Cost
Heating	8.9	\$285
Cooling	2.9	\$94
Hot Water	5.4	\$173
Lights/Appliances	11.1	\$358
Service Charges		\$91
Generation (e.g. Solar)	0.0	\$0
Total:	28.3	\$1,001

This home meets or exceeds the criteria of the following:

ENERGY STAR MF v1.1
ENERGY STAR MF v1.0
2009 International Energy Conservation Code
2006 International Energy Conservation Code

HERS' Index



Home Feature Summary:

Home Type:	Apartment, inside unit
Model:	2 BR middle
Community:	N/A
Conditioned Floor Area:	950 ft ²
Number of Bedrooms:	2
Primary Heating System:	Air Source Heat Pump • Electric • 7.5 HSPF2
Primary Cooling System:	Air Source Heat Pump • Electric • 15.2 SEER2
Primary Water Heating:	Residential Water Heater • Electric • 0.95 UEF
House Tightness:	0.3 CFM50 / s.f. Shell Area (Adjusted Infiltration: 2.83 ACH50)
Ventilation:	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Duct Leakage to Outside:	Untested Forced Air
Above Grade Walls:	R-27
Ceiling:	Vaulted Roof, R-19
Window Type:	U-Value: 0.25, SHGC: 0.21
Foundation Walls:	N/A
Framed Floor:	R-11

Rating Completed by:

Energy Rater: Benoit Rivard
RESNET ID: 4443444

Rating Company: Southern Energy Management MES
5908 Triangle Drive

Rating Provider: Southern Energy Management
5908 Triangle Drive, Raleigh, NC 27617
919-836-0330



Benoit Rivard

Benoit Rivard, Certified Energy Rater
Digitally signed: 2/20/25 at 3:43 PM



Energy savings calculated without modifications to the energy model. (As Modeled)

Ekotrope RATER - Version:4.2.2.3575
The Energy Rating Disclosure for this home is available from the Approved Rating Provider.
This report does not constitute any warranty or guarantee.

ENERGY STAR MF V1.1 Home Report

Property Chantilly, VA 20151 Model: 2 BR middle Agape House_2 br middle Initial House Design	Organization Southern Energy Management Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
---	--	---

Mandatory Requirements

- ✓ Duct leakage at post construction better than or equal to applicable requirements.
- ✓ Total building thermal envelope UA meets or exceeds applicable requirements.
- ✓ Slab on Grade Insulation must be > R-5, and at IECC 2009 Depth for Climate Zones 4 and above.
- ✓ Envelope insulation achieves RESNET Grade I installation, or Grade II with insulated sheathing.
- ✓ Total window thermal properties meet or exceed the applicable requirements
- ✓ Duct insulation meets the EPA minimum requirements of R-6.
- ✓ Mechanical ventilation system is installed in the home.
- ✓ Measured infiltration is better than or equal to applicable requirements.
- ✓ ENERGY STAR Checklists fully verified and complete.

ERI (HERS) Index Target

Reference Home ERI (HERS)	61
SAF (Size Adjustment Factor)	1.00
SAF Adjusted ERI (HERS) Target	61
As Designed Home ERI (HERS)	56
As Designed Home ERI (HERS) w/o PV	56

Normalized, Modified End-Use Loads (MBtu / year)

	ENERGY STAR	As Designed
Heating	8.1	9.2
Cooling	3.6	3.2
Water Heating	5.5	4.8
Lights and Appliances	13.0	11.1
Total	30.2	28.2



This home **MEETS** or **EXCEEDS** the energy efficiency requirements for designation as an EPA ENERGY STAR Qualified Home under Version Multifamily V1.1

Pollution Prevented

Type of Emissions	Reduction
Carbon Dioxide (CO ₂) - tons/yr	-0.0

Energy Cost Savings	\$/yr
Heating	-72
Cooling	-19
Water Heating	26
Lights & Appliances	61
Generation Savings	0
Total	-4

The energy savings and pollution prevented are calculated by comparing the Rated Home to the ENERGY STAR Version Multifamily V1.1 Reference Home as defined in the ENERGY STAR Qualified Homes ERI (HERS) Target Procedure for National Program Requirements, Version Multifamily V1.1 promulgated by the Environmental Protection Agency (EPA). In accordance with the ANSI/RESNET/ICC 301 Standard, building inputs affecting setpoints infiltration rates, window shading and the existence of mechanical systems may have been changed prior to calculating loads

Building Specification Summary

Property Chantilly, VA 20151 Model: 2 BR middle Agape House_2 br middle Initial House Design	Organization Southern Energy Management Benoit Rivard 9196228441 Builder	Inspection Status Results are projected
---	--	---

Building Information

Conditioned Area [ft²]	950.00
Conditioned Volume [ft³]	10,640.00
Thermal Boundary Area [ft²]	3,254.80
Number Of Bedrooms	2
Housing Type	Apartment, inside unit

Rating

HERS ERI	56
HERS ERI w/o PV	56

Building Shell

Ceiling w/ Attic	None	Windows (largest)	U-Value: 0.25, SHGC: 0.21
Vaulted Ceiling	R19 Adiabatic ; U-0.06	Window / Wall Ratio	0.10
Above Grade Walls	R-19 + R7.5Ci 16" OC G1; U-0.039	Window / Floor Ratio	0.13
Found. Walls	None	Infiltration	0.3 CFM50 / s.f. Shell Area
Framed Floors	None	Duct Lkg to Outside	Untested Forced Air
Slabs	None	Total Duct Leakage	60 CFM @ 25Pa (Post-Construction)

Mechanical Systems

Heating	Air Source Heat Pump • Electric • 7.5 HSPF2
Cooling	Air Source Heat Pump • Electric • 15.2 SEER2
Water Heating	Residential Water Heater • Electric • 0.95 UEF
Programmable Thermostat	Yes
Ventilation System	100 CFM • 22 Watts • Air Cyclor w/ Supp. Fan (CFIS)
Whole House Fan	N/A

Lights and Appliances

Percent Interior LED	100%	Clothes Dryer Fuel	Electric
Percent Exterior LED	100%	Clothes Dryer CEF	3.9
Refrigerator (kWh/yr)	500.0	Clothes Washer LER (kWh/yr)	284.0
Dishwasher Efficiency	240 kWh	Clothes Washer Capacity	4.2
Ceiling Fan	None	Range/Oven Fuel	Electric

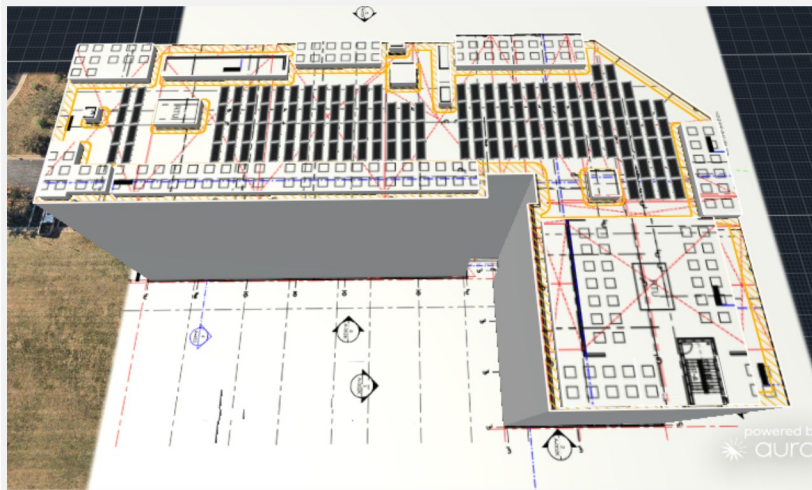
Wellington Fairfax Senior

Date Submitted: 1/23/25

Preliminary Solar Feasibility

Proposed Scope(s) of Work	PV Feasibility	
Project Location	3870 Centerview Dr Chantilly, VA 20151, USA	
Estimated System Size (kW)	78.47 kW	
Total Annual kWh	95,119 kWh	
Estimated Annual Energy Offset	Gross: 10%	Common: 71%
Estimated Cost	\$210,000	
Solar Potential	Strong - Suitable - Weak	

Solar Design Overview



- This Solar Design Overview gives an estimate of how much we'll be able to fit on your roof. The image above shows the roof plane we expect to use, with the area of the modules outlined.

	Rentable (kWh)	Common/Amenity (kWh)	Estimated total Annual Use (kWh)	Solar (kWh)	Full Offset	Common Offset	kW DC	Price
9%	432,476	89,063	521,539	47837	9.17%	53.71%	40.12	\$106,000
4%	367,116	44,653	411,769	47282	11.48%	105.89%	38.35	\$104,000
Full	799,591	133,716	933,307	95119	10.19%	71.14%	78.47	\$210,000

Call to Action:

1. Check out the solar potential for your site!
2. Reach out to us with any questions, or concerns

Our Process: How do we do it?

- A. We got the area of roof space, and analyzed the panel square footage for an estimated module count/system size.
- B. Using in house formulas and U.S Energy Information Administration we calculate common space energy usage, we then determine annual kWh solar production based on specifics of your design and estimate the offset. This Solar Feasibility Study is intended for early stage new construction projects and is our best estimation based on the plans shared with SEM. So the more details we have, the more accurate we can be with our projections. Examples- location of mechanical systems like RTUs/ HVAC and roof obstacles.
- C. Assumptions are made that the roof is flat, unless specifically specified otherwise.

Solar Potential Key

- **Strong** - Excellent! Your potential for solar is great! Minimal changes are needed, and there isn't much concern for shading.
- **Suitable** - There is potential here, but some changes may be needed with RTUs or other obstructions on the roof. In its current state, the solar offset will be medium to low.
- **Weak** - The roof area needs some help! Changes to RTUs might be needed, or other concerns with the shading. Parking Lot Canopy Solar might be an option, but it's more costly than a rooftop installation.

Tab G:

Zoning Certification Letter (MANDATORY)

12.08.2025

Virginia Housing
601 South Belvidere Street
Richmond, Virginia 23220

RE: Zoning Certification
Name of Development – Agape Chantilly House Phase 1 – 4%
Name of Owner/Applicant – AHC1 4% Owner, LLC
Name of Seller/Current Owner – Agape Property Management, LLC
VIKA Virginia #VV6143.S

To Whom it May Concern,

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 for the purpose of confirming proper zoning for the site of the Development. It is understood that this letter will be used by the Virginia Housing Department Authority solely for the purpose of determining whether the Development qualifies for points available under VHDA's Qualified Allocation Plan for housing tax credits.

Development Description:

Development Address:
3870 Centerview Drive
Chantilly, Virginia 20151
Fairfax County Tax Parcel 34-4 ((12)) C7

Legal Description:
Being all of Parcel C2-A1, Dulles Business Park as recorded by Deed of Boundary Line Adjustment, Resubdivision, Easement, Vacation, and Subordination dated June 26, 2008, and recorded January 21, 2009 in Deed Book 20244 at Page 181 among the Land Records of Fairfax County, Virginia. Further described as Fairfax County Map Number ("Map #") 0344 12 C7, consisting of approximately 3.79 acres of vacant land, with a mailing address of 3870 Centerview Drive, Chantilly, Virginia.

Proposed Improvements:
☒ New Construction: 50 # Units 1 # Buildings 47,850.47 Approx. Total Floor Area Sq. Ft.
☐ Adaptive Reuse: # Units # Buildings Approx. Total Floor Area Sq. Ft.
☐ Rehabilitation: # Units # Buildings Approx. Total Floor Area Sq. Ft.

Current Zoning:
C-4 (High Intensity Office District) allowing a density of (see attached excerpt) and the following other applicable conditions: The property is subject to the proffered and development conditions as well as the development plan associated with Proffered Condition Amendment PCA 79-C-089-02 (Rezoning Plan Application and Amendment RZPA 2022-SU-00129), Rezoning Plan RZ 2022-SU-00013, Special Exception SE 2022-SU-00030, and Special Exception Amendment SEA 00-Y-017-02. The property is also within the Highway Corridor Overlay District.

12.08.2025

Zoning Certification
Agape House Phase 1 – 4%
Page 2 of 2

Other Descriptive Information:

The above referenced zoning applications were approved by the Fairfax County Board of Supervisors on March 19, 2024. The approved Proffers are dated February 20, 2024. The subject certification is for the 4% submission and represents a phase of the development approved for the property at full buildout.

Local Certification:

Check one of the following as appropriate:

☒ The zoning for the proposed development described above is proper for the proposed residential development. To the best of my knowledge (and per Zoning Certification issued by Fairfax County dated November 26, 2024 [ZCL-2024-00256]), there are presently no zoning violations outstanding on this property. No further zoning approvals by the Fairfax County Board of Supervisors and/or special use permits are required.

☐ The development described above is an approved non-conforming use. 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.


Signature

Stephen Crowell
Printed Name

Member/Vice President
Title of Local Official or Civil Engineer

703-761-2796
Phone

December 8, 2025
Date

Attachments:

- Fairfax County Zoning Ordinance Excerpt (2103.4 C-4 High Intensity Office District)
- Proffer Condition Excerpt

Q:\Projects\6143\6143S\CORRESPONDENCE\OUTGOING\2025-12-8 Zoning Cert\2025-12-8 Zoning Certification.docx

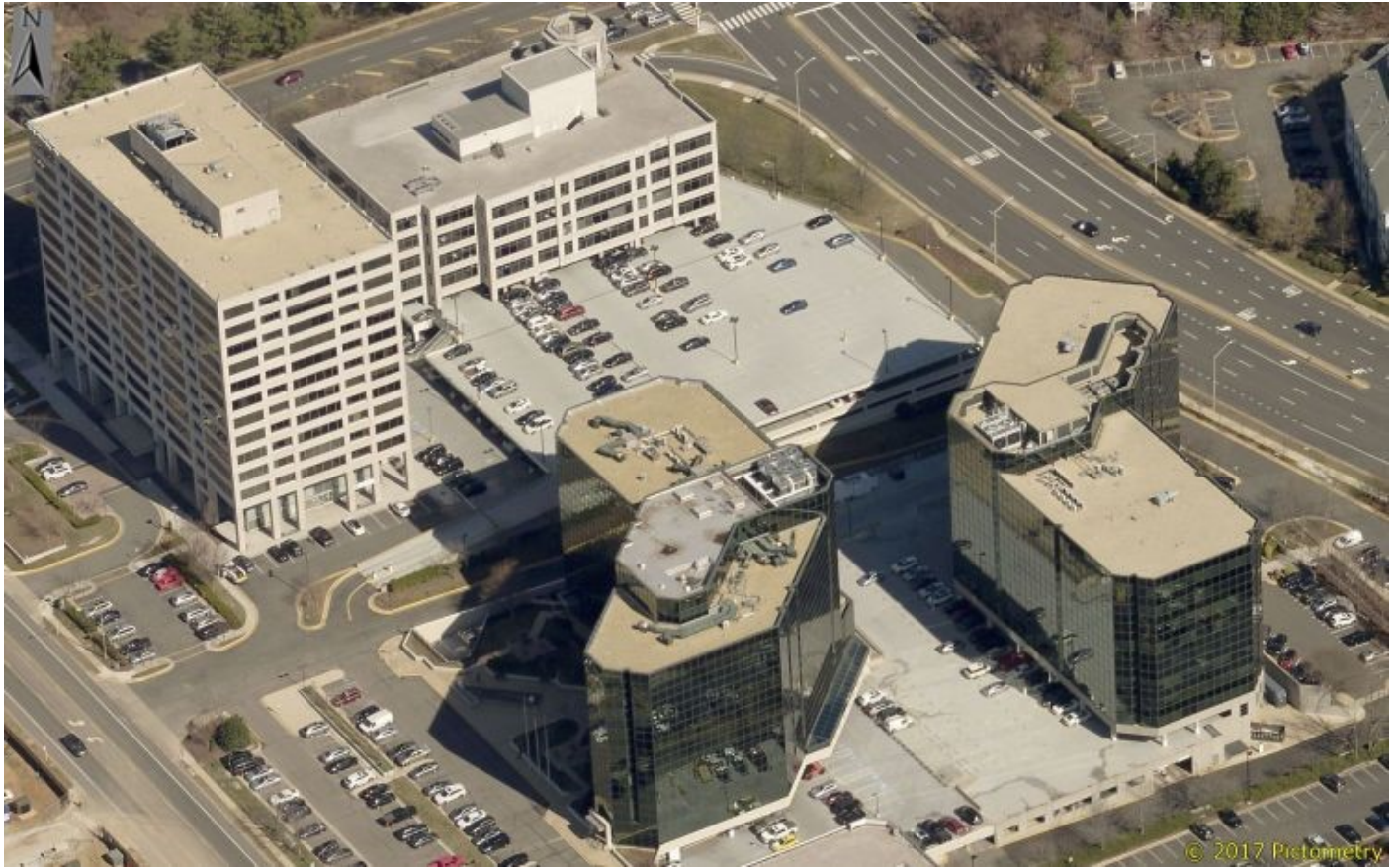


4. C-4 High Intensity Office District

A. Purpose

The C-4 District provides areas of high-intensity development of predominantly non-retail commercial uses, including offices, financial institutions, and other nonresidential uses.

Figure 2103.7: C-4 District Aerial Example



B. C-4 Lot and Building Dimensional Standards

Table 2103.4: C-4 Lot and Building Standards [1]

	Lot area, minimum [2]	40,000 sq. ft.
A	Lot width, minimum [2]	200 feet
	Landscaped open space, minimum [3]	15 percent of the gross area
B	Front setback, minimum [4]	See Table 2103.4a below
C	Side setback, minimum	No requirement
D	Rear setback, minimum	See Table 2103.4a below
E	Building height, maximum	120 feet
	Floor area ratio, maximum	1.65

Notes:

- [1] Refer to subsection 5108.6 for provisions that may qualify the setback requirements.
- [2] Lot area and lot width may be modified in accordance with subsection 5100.2.K.
- [3] Open space is calculated in accordance with subsection 5100.3.A(3).
- [4] Refer to subsection 3102.3.C(2)(a) for front setback provisions in Commercial Revitalization Districts.
- [5] Freestanding accessory structures are regulated by subsection 4102.7.A.

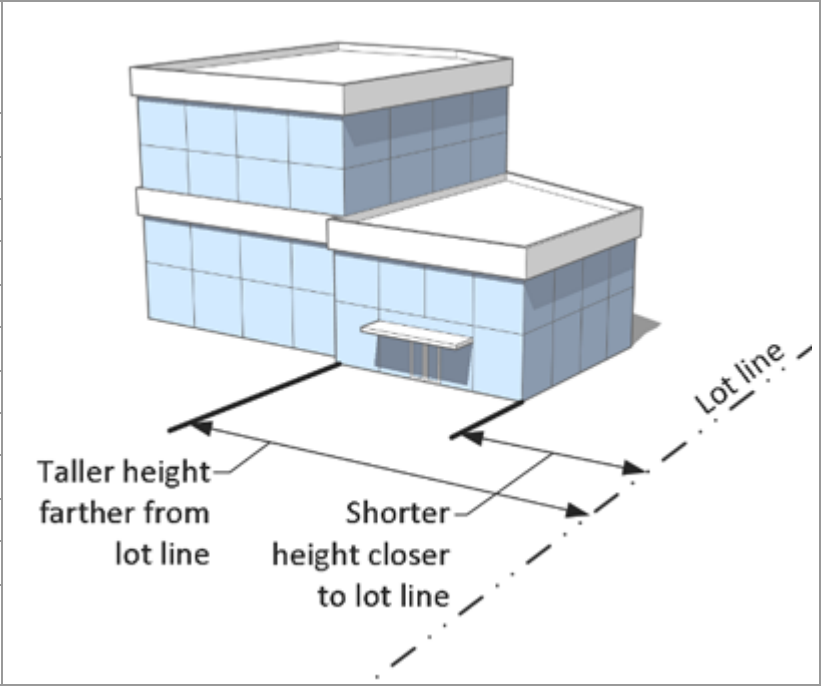
Figure 2103.8: C-4 District Lot and Building Dimensional Standards

Table 2103.4a: C-4 Setback Relative to Height

Building height, maximum (feet) [1]	Front setback, minimum (feet)	Rear setback, minimum (feet)
70	40	25
75	40	26
80	40	28
85	40	29
90	40	31
95	42	33
100	45	35
105	47	37
110	49	39
115	52	40
120	54	42

Notes:

[1] Maximum height of the portion of the building at the specified minimum setback.



C. Reference to Other Standards

General regulations that may supplement the regulations above:

Use regulations	Article 4
Lot, bulk, and open space regulations	Article 5, Section 5100
Landscaping and screening requirements	Article 5, subsection 5108
Off-street parking, loading and private street requirements	Article 6
Signs	Article 7
Site plan provisions	Article 8, subsection 8100.7



AGAPE PROPERTY MANAGEMENT, LLC

RZ 2022-SU-00013

PROFFERS

February 20, 2024

PREAMBLE

Pursuant to Section 15.2-2303(a) of the Code of Virginia (1950, as amended) and Subsection 8100.2 of the Zoning Ordinance of Fairfax County (2023 as amended), the property owner and the Applicant, for themselves and their successors and/or assigns (hereinafter referred to as the "Applicant"), hereby proffer that the development of the parcel under consideration and shown on the Fairfax County tax map as Tax Map Parcel # 34-4 ((12)) C7 (the "Property") must be in accordance with the following conditions if, and only if, Rezoning application RZ 2022-SU-00129 (this "Rezoning") is granted. Upon approval, these Proffers supersede any and all previously approved proffers and development conditions associated with RZ 79-C-089, SE 00-Y-017, and any subsequent amendments, as they apply to the Property.

GENERAL

1. Substantial Conformance. Any development of the Property must be in substantial conformance with the General Development Plan, Special Exception Plat, and Proffered Condition Amendment ("GDP/SE Plat") entitled "Agape House", prepared by VIK A Engineering dated June 29, 2022 and revised through January 5, 2024, containing 52 sheets.
2. Minor Modifications. Minor modifications to the GDP/SE Plat may be permitted pursuant to Subsection 8100.5 of the Zoning Ordinance as determined by the Zoning Administrator.

DENSITY AND USE

3. Proposed Development. The development on the Property will include an Independent Living Facility and Adult Day Care Center not to exceed a maximum GFA of 178,500 SF GFA, in accordance with the tabulations shown on Sheet C-02 (the "Proposed Development"). The Applicant, in its sole discretion, may construct less GFA without the need for a Proffered Condition Amendment (PCA) or Special Exception Amendment (SEA), provided the overall development remains in substantial conformance with the GDP and these Proffers. Development on the Property will consist of the following:

- A. The Principal Use will consist of up to 228 Independent Living Dwelling Units. All units will be reserved at 60% Area Median Income (AMI) or lower, subject to tax credit requirements. The final bedroom mix and unit sizes will be determined at final building design.
 - B. Up to 15,150 SF GFA Adult Day Care Center use is permitted as a secondary use. The maximum number of customers for the Adult Day Care Center must not exceed 200 persons at any one time, with priority enrollment for residents of the Independent Living Facility. The hours of operation for the Adult Day Care Center will be 7:30 a.m. and 2:30 p.m., Monday – Saturday.
 - C. Other Accessory uses and accessory service uses may be permitted subject to any Use Restrictions in the Zoning Ordinance.
 - D. Other uses allowed by Special Exception or Special Permit in the C-4 District may be authorized through a separate Special Exception or Special Permit process without the need for a PCA or SEA if the layout is in substantial conformance with the GDP/SEA Plat as determined by the Zoning Administrator.
 - E. Telecommunication facilities are permitted provided such facilities are either in existing locations, flush mounted, or otherwise designed to be visually unobtrusive as determined by the Zoning Administrator.
4. Fair Housing. The Independent Living Facility must be operated in compliance with these proffers and all applicable federal, state, and local laws, including 42 U.S.C. § 3601 *et seq.* as amended, including the Fair Housing Amendments Act of 1988 (FHAA) and the Federal Housing for Older Persons Act of 1995 (HOPA), and as implemented by HUD regulations at 24 C.F.R part 100.300 (collectively, the FHA), the Fairfax County Zoning Ordinance, and the Code of the County of Fairfax, Virginia.
 5. Fire Marshal Evaluation. Changes to the GDP/SE Plat may be permitted without the requirement for a Proffered Condition Amendment (PCA) or Special Exception Amendment (SEA) in response to the review of site plans by the Fire Marshal, including adjustments to tree locations, lane use/pavement markings, signage, crosswalks, the streetscape, perimeter building areas, and building setbacks as necessary to allow for required emergency vehicle access, provided such modifications are in substantial conformance with the GDP/SE Plat and these Proffers.
 6. Phasing. The construction of the Proposed Development may occur in two separate phases without the need for a PCA or SEA provided any interim conditions on the Property provide adequate pedestrian connections, vehicular circulation, stormwater management, landscaping and streetscapes, publicly accessible park space, and transitional screening consistent with that shown on Sheets C-08A, C-

Tab H:

Attorney's Opinion (MANDATORY)



Vorys, Sater, Seymour and Pease LLP
Legal Counsel

1909 K Street NW, Suite 900
Washington, D.C. 20006-1152

202.467.8800 | www.vorys.com

Founded 1909

January 14, 2026

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: Agape Chantilly House Phase 1 - 4%

Name of Owner: AHC1 4% Owner, LLC

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 January 14, 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 operating 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.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Vorys", written in a cursive style.

Vorys, Sater, Seymour and Pease LLP

EXHIBIT
TO
ATTORNEY'S OPINION LETTER

Based solely upon my review of (i) the Applicant's operating 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	Benjamin C. Miller	Authorized Signatory
2	Seth Opoku-Yeboah	Authorized Signatory
3		
4		
5		
6		
7		
8		
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17		
18		
19		
20		



Vorys, Sater, Seymour and Pease LLP
Legal Counsel

1909 K Street NW, Suite 900
Washington, D.C. 20006-1152

202.467.8800 | www.vorys.com

Founded 1909

January 14, 2025

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 _____

To ~~Virginia Housing~~

Virginia Housing

601 South Belvidere Street

Richmond, Virginia 23220

RE: 2025 4% Tax Credit Reservation Request (30% present value credits to be paired with tax-exempt bonds)

Name of Development: Agape Chantilly House Phase 1 - 4%

Name of Owner: AHC1 4% Owner, LLC

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 January 14, 2025 (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]~~

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.

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.

[Different first page setting changed from off in original to on in modified.]



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.

Very truly yours,

~~Firm Name~~ _____ ~~By~~ _____

~~Its~~ _____
~~Title~~

Vorys, Sater, Seymour and Pease LLP

[Different first page setting changed from off in original to on in modified.]

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	Benjamin C. Miller	Authorized Signatory
2	Seth Opoku-Yeboah	Authorized Signatory
3		
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Style name: Default Style	
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Original filename: Tab H Attorneys Opinion 4pct (2026).docx	
Modified DMS: iw://vorys.cloudimanage.com/ACTIVE/64366312/2	
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Add	23
Delete-	28
Move From	0
Move To	0
Table Insert	1
Table Delete	0
Table moves to	0
Table moves from	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	52

**OPERATING AGREEMENT
OF
AHC1 4% MANAGER, LLC**

This Operating Agreement (the “*Agreement*”) of AHC1 4% MANAGER, LLC (the “*Company*”), a limited liability company organized pursuant to the Chapter 12 of Title 13.1 of the Code of Virginia (as amended, the “*Act*”), is entered into by WELLINGTON DEVELOPMENT LLC, a Virginia limited liability company, as the sole member of the Company (the “*Member*”), effective as of January 14, 2026.

1. **Name.** The name of the limited liability company is “AHC1 4% Manager, LLC” and its principal business office is located at 1010 Wisconsin Ave NW Ste 725, Washington, DC, 20007.
2. **Purpose and Powers.** The purposes of the Company are (i) to serve as a member and the managing member of AHC1 4% Owner, LLC, a Virginia limited liability company (“*Owner*”), in connection with the development and ownership of the property located at 3870 Centerview Drive, Chantilly, VA 20151 and commonly known as Agape Chantilly House Phase 1 - 4%, and (ii) to undertake any other activity which a limited liability company may lawfully undertake under the Act.
3. **Separateness.** The Company will conduct its business and operations in its own name and will maintain books and records and bank accounts separate from those of any other person or entity.
4. **Management.** The Company will be member-managed. The Member will carry the title of “*Managing Member*” and will exercise full and exclusive control over the affairs of the Company. The Managing Member may appoint officers and agents for the Company and give them such titles and powers as the Managing Member may choose. Any action taken by the Managing Member in the name of the Company, and any action taken by an officer or agent of the Company in the name of the Company and with the proper authorization of the Managing Member, will be an action of the Company. Each of Benjamin C. Miller and Seth Opoku-Yeboah are authorized to execute those documents approved by the Managing Member on behalf of the Company and the Owner as an “*Authorized Signatory*”.
5. **Capital Contribution; Allocations of Profit and Loss; Distributions.** The capital contribution of the Managing Member to the Company is \$100. All profits and losses of the Company (and items of income, deduction, gain, or loss) will be allocated 100% to the Managing Member. All distributions with respect to the membership interest in the Company will be made 100% to the Managing Member.
6. **Dissolution.** The Company will dissolve upon the first to occur of (i) the sale or other disposition of all or substantially all of the Company’s property and the Company’s receipt of all or substantially all of the proceeds thereof, (ii) the determination of the Managing Member to dissolve, (iii) as required by the Act.
7. **No Liability of Member and Others.** The Managing Member and its agents and any officers and agents of the Company will not be liable for the Company’s liabilities, debts or obligations, all of which will be the sole obligation of the Company. The failure by the Company to observe any formalities or requirements relating to the exercise of its powers or the management of its business or affairs under this Agreement will not be grounds for imposing personal liability on the Managing Member or any officer.
8. **Indemnification.** The Company will indemnify and defend the Managing Member and its agents and any officers and agents of the Company, from and against all costs, losses, liabilities and damages incurred by or asserted against any such person in connection with the Company’s business to the fullest extent provided or allowed by law.

9. **Governing Law.** This Agreement will be interpreted, construed and enforced in accordance with the laws of the Commonwealth of Virginia.

[signature page follows]

[Signature page to Operating Agreement of AHC1 4% MANAGER, LLC]

The undersigned has executed this Agreement under seal, effective as of date first written above.

WELLINGTON DEVELOPMENT LLC,
a Virginia limited liability company

By: _____

Name: Benjamin C. Miller

Title: Manager

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)

This deal does not require
information behind this tab.

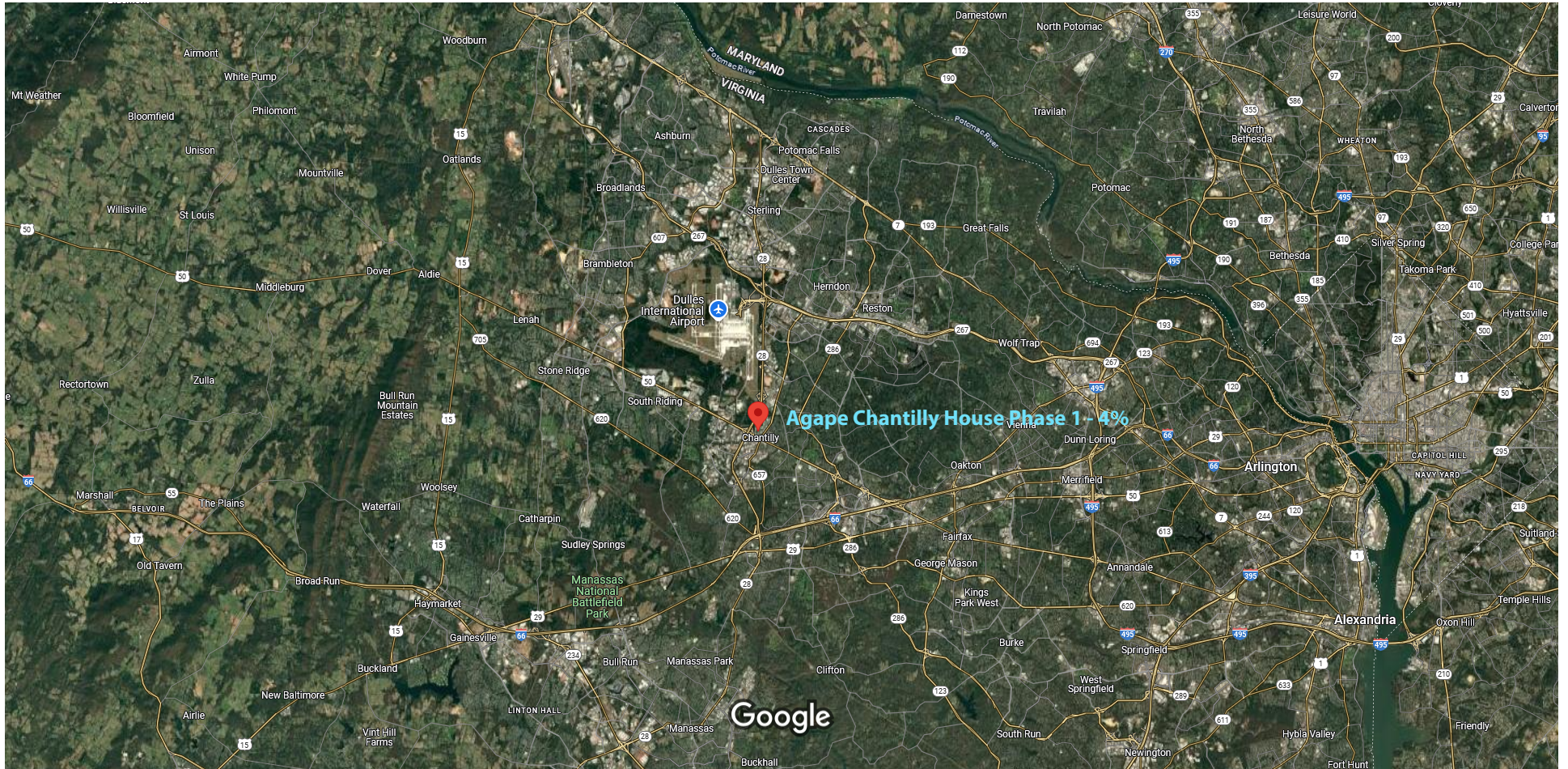
Tab J:

Relocation Plan and Unit Delivery Schedule
(MANDATORY-Rehab)

This deal does not require
information behind this tab.

Tab K:

Documentation of Development Location:





Tab K.1

Revitalization Area Certification

RESOLUTION

RESOLUTION OF THE BOARD OF SUPERVISORS OF FAIRFAX COUNTY, VIRGINIA DESIGNATING THE AGAPE CHATILLY HOUSE SITE AS A REVITALIZATION AREA PURSUANT TO VIRGINIA CODE § 36-55.30:2

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Fairfax County Government Center at 12000 Government Center Parkway in Fairfax, Virginia, on Tuesday, March 4, 2025, at which a quorum was present and voting, the following resolution was adopted:

WHEREAS, Wellington Development Partners (the “Developer”) has proposed constructing 228 affordable senior housing units and an on-site adult day care (the “Development”) on the site having Fairfax County Tax Map number 0344 12 C7 (the “Development Site”) as shown on Attachment 3.

WHEREAS, the Developer’s financing plan for the Development includes, among other things, an application to Virginia Housing for competitive nine percent Low Income Housing Tax Credits (LIHTC) pertaining to the proposed Development.

WHEREAS, the nine percent LIHTC evaluation process provides that 15 additional points may be awarded to projects that meet the definition of a revitalization area pursuant to Virginia Code § 36-55-30:2 (“Revitalization Area”) and have been so designated by resolution of the governing body in which the Revitalization Area is located.

WHEREAS, the definition of a Revitalization Area used in Virginia Code § 36-55-30:2 is separate and distinct from terms “Revitalization Area” and “Revitalization District” as used in the various comprehensive plans for Fairfax County, Virginia. Any designation of the Development Site as a Revitalization Area does not in any manner affect any areas of the County that have been, or in the future may be, determined by the Board to be Revitalization Areas or Revitalization Districts.

WHEREAS, the Development Site meets the standards for a Revitalization Area as described in Virginia Code § 36-55-30:2, namely that (i) the industrial, commercial or other economic development of such area will benefit the county, but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area, and (ii) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

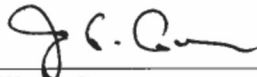
NOW, THEREFORE, THE BOARD HEREBY DETERMINES as follows:

The Development Site is hereby designated a Revitalization Area in Fairfax County, Virginia in accordance with Virginia Code § 36-55-30:2. The Board has determined that (i) the industrial, commercial or other economic development of such area will benefit the county, but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental,

educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area, and (ii) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

ADOPTED this day 4th day of March, 2025.

A Copy Teste:



Jill G. Cooper
Clerk for the Board of Supervisors



Revitalization Area

General Instructions

Revitalization areas are defined in Virginia Code §36-55.30-2.A.

Designation

To qualify for revitalization area points, select one of the following (and provide adequate documentation):

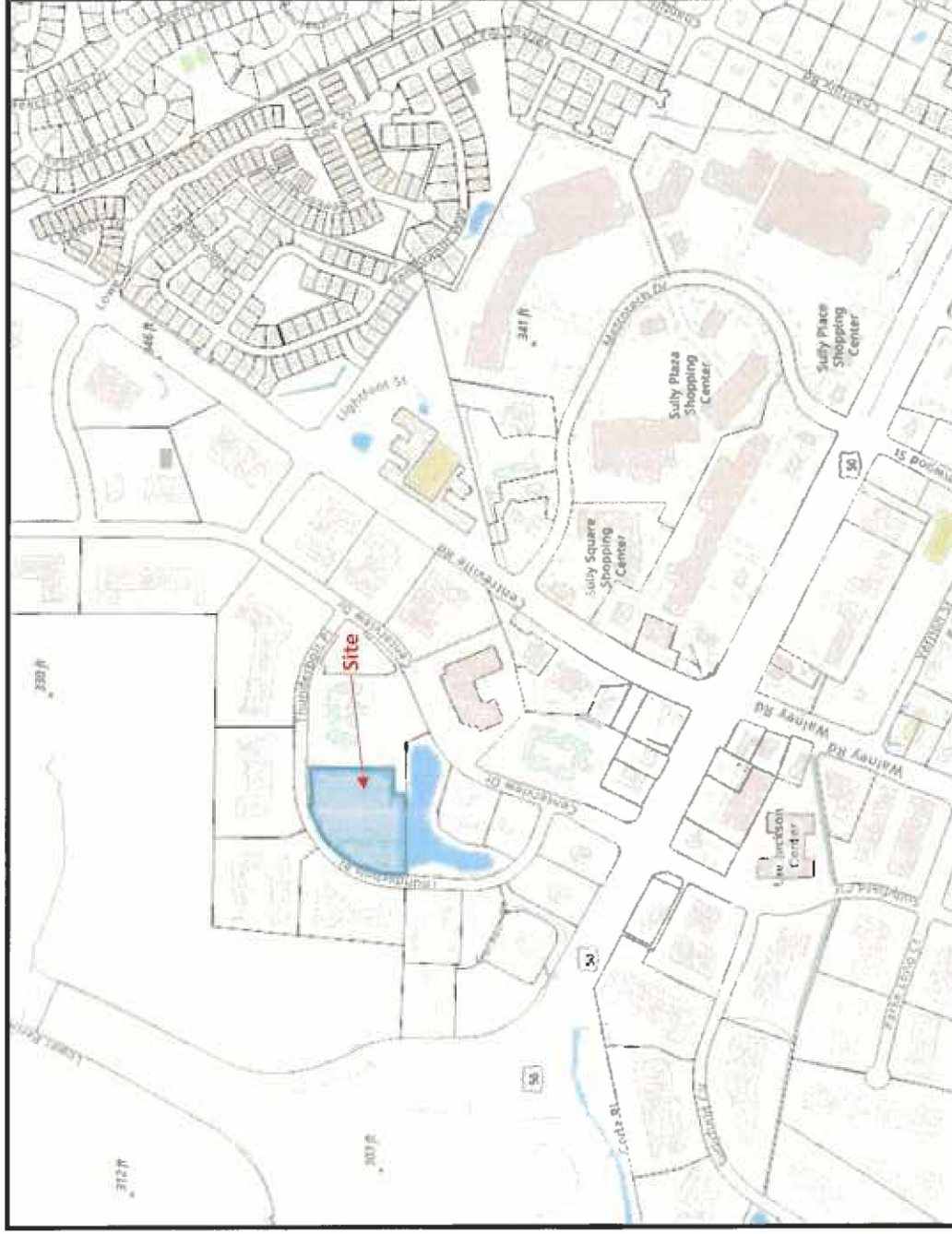
1. The development is located in a Qualified Census Tract, as defined by HUD. (10 points)
2. The development is located in a census tract wherein 70% or more of the families have incomes which are ≤ 80% statewide median income. **NOTE:** These census tracts are included in the definition of target area for single-family purposes, but do not include ACEDS. (10 points)
3. The development is located in an already established redevelopment area, conservation area or rehabilitation district created by a city or county, pursuant to §36-1 et seq. Documentation must show area boundaries and support that the development lies within those boundaries. (10 points)
4. The development is located in a Housing Rehabilitation Zone established through an ordinance created by a city, county or town pursuant to §36-55.64. Documentation must include a copy of the ordinance with support that the development lies within the Rehabilitation Zone. (15 points)
5. The development is located in a defined revitalization area. Documentation must include a resolution from the locality supporting the development's location within the revitalization area. See language below. (15 points)

The above-referenced development is located in a Revitalization Area in the Town/City/County of _____ Virginia. The revitalization area is (i) ~~either~~ (1) blighted, deteriorated, deteriorating or, if not rehabilitated, likely to deteriorate by reason that the buildings, improvements or other facilities in such area are subject to one or more of the following conditions: dilapidation, obsolescence, overcrowding, inadequate ventilation, light or sanitation, excessive land coverage, deleterious land use, or faulty or otherwise inadequate design, quality or condition, or (2) the industrial, commercial or other economic development of such area will benefit the city or county but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area; and (ii) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

Delete the language that does not apply, [i](1) or [i](2) above.

6. The development is located in a Qualified Opportunity Zone and has a binding commitment of funding. Documentation must include a firm commitment of funding from a Qualified Opportunity Fund (QOF). Evidence of the self-certification to become a QOF must be provided with the commitment for funding. (15 points)

Location Map – Agape Chantilly House Property



Tab K.2

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

Surveyor's Certification of Proximity to Transportation

General Instructions

1. This form must be included with the Application.
2. Any change in this form may result in a reduction of points under the scoring system.
3. If you have any questions, please contact the Tax Credit Allocation Department at taxcreditapps@virginiahousing.com.

Date: December 1, 2025

TO: Virginia Housing
601 South Belvidere Street
Richmond, Virginia 23220 2025 Tax Credit Reservation Request
Name of Development AGAPE CHANTILLY HOUSE PHASE 1 - 4%
Name of Owner AHC1 4% OWNER, LLC

RE:
3870 Centerview Drive
Chantilly, Virginia 20151

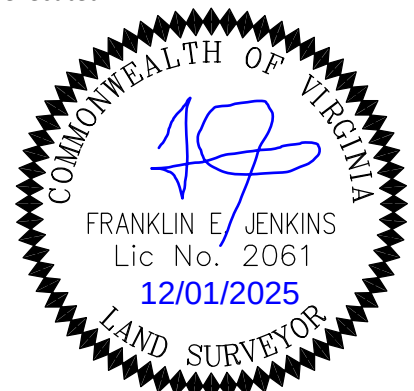
Ladies and Gentlemen:

This letter is submitted to you in support of the Owner's Application for Reservation of Low Income Housing Tax Credits under Section 42 of the Internal Revenue Code of 1986, as amended.

Based upon due investigation of the site and any other matters as it deemed necessary this firm certifies that: the main street boundary entrance to the property is within:

- ☐ 2,640 feet or ½ mile of the nearest access point to an existing commuter rail, light rail or subway station; OR
- ☒ 1,320 feet or ¼ mile of the nearest access point to an existing public bus stop or a public bus stop to be built in accordance with existing proffers. If the public bus stop is proffered, include copy of executed proffers with this form.

Firm Name VIKA VIRGINIA, LLC
By FRANK E. JENKINS, LS, PE
Its DIRECTOR OF LAND SURVEYING
Title



Tab L:

PHA / Section 8 Notification Letter

This deal does not require
information behind this tab.

Tab M:

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This deal does not require
information behind this tab.

Tab N:

Homeownership Plan

This deal does not require
information behind this tab.

Tab O:

Plan of Development Certification Letter

This deal does not require
information behind this tab.

Tab P:

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

This deal does not require
information behind this tab.

Tab Q:

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

This deal does not require
information behind this tab.

Tab R:

Documentation of Utility Allowance calculation



Utility Allowance Study
for
Agape House Senior Apartments
3870 Centerview Drive
Chantilly, Virginia
Date: February 5, 2025



Client
Wellington Development
1010 Wisconsin Ave NW, Suite 725
Washington, DC 20007
Attn: Ben Miller Co-Founder/Partner

Prepared By
Walter Mendoza, Managing Partner
Hedgerow Partners, LLC.
11010 Brent Road
Potomac, MD 20854



Table of Contents

I.	Methodology and Certification	3
II.	Utility Allowance Analysis	4-5
III.	Simulation Data.....	6-8
IV.	Appendix with Utility Rate Information.....	9-11

I. Methodology and Certification

The following are the utility allowances for the proposed new Agape House Senior Apartments Located at 3870 Centerview Drive in Chantilly, Virginia. The apartments will be all electric with high efficiency split system heat pumps for the heating and cooling and electric domestic water heating as well as Energy Star appliances. The calculations follow IRS regulations 26 CFR § 1.42-10 - Utility allowances and are based on Option (E) the “Energy Consumption Model” which takes into account specific factors including, but not limited to, unit size, building orientation, design and materials, mechanical systems, appliances, characteristics of the building location, and available historical data. This data was input and run using Carrier Hourly Analysis Program or “HAP” 4.9 software. The calculations and supporting simulations were done for a typical one bedroom one bath and a two bedroom two bath. The consumption data was based on accurate data for similar one and two bedroom apartments and on ASHRAE engineering consumption data tables. Also, data was gathered from the Energy Information Administration’s website at www.eia.doe.gov with respect to U.S. Household Electricity Consumption as well as RESNET’s Guidelines for Multifamily Buildings. Then this data was cross checked by running the computer model. Residents will also pay for water and sewer and those costs are reflected in Part II in the breakdown of total utility costs. All simulations were run with the applicable weather data and current utility rates for the respective city. Attached you will find the breakdown by apartment followed by simulation data that was used to support the Energy Consumption Model.

Prepared By: Walter Mendoza, LEED AP, Energy Consultant, RESNET Accredited

Apartment Type	Monthly Utility Allowance
1 Bedroom	\$94.00
2 Bedroom	\$132.00

Disclaimer: This analysis is not intended to predict the exact energy consumption for the apartment(s), but rather it is intended to be an estimate based on the data provided to us by the owner, as well as accepted usages in line with eia.gov residential energy surveys and estimates for household appliances. This simulation uses historic data for weather and cannot predict changes in weather patterns or other factors such as end user habits, miscellaneous electrical loads, controls or other factors which could alter the estimates.

II. Utility Allowance Analysis

Apartment Type	1 Bedroom	Square Footage	Typical
Component			(\$)
Air System Fans			33.00
Cooling			
Degree Days	SEER	TONS	
983	15	1.5	
			53.00
Heating			
Degree Days	HSPF	HEAT LOSS (MBH)	
4990	8.5	1	
Heating			16.00
HVAC Sub-Total			102.00
	KWH/YEAR	UTILITY RATE	Total Cost
		\$0.14	
Lights	244		35.27
Electric Equipment			
Washer/Dryer	679		98.14
Disposal	26		3.76
Dishwasher	98		14.16
Microwave	122		17.63
Refri/Freezer	388		56.08
TV (1)	101		14.60
Range	115		16.62
Oven	134		19.37
Water Heater	2361		341.25
			581.61
Non-HVAC Sub-Total			616.88
	gal/year		Total Cost
Water	23725		259.98
Sewer	23725		146.15
Grand Total		Year	\$1,125.00
		Month	\$93.75

Apartment Type	2 Bedroom	Square Footage	Typical
Component			(\$)
Air System Fans			59.00
Cooling			
Degree Days	SEER	TONS	
983	15	2	
			78.00
Heating			
Degree Days	HSPF	HEAT LOSS (MBH)	
4990	8.5	2.3	
Heating			42.00
HVAC Sub-Total			179.00
	KWH/YEAR	UTILITY RATE	Total Cost
		\$0.15	
Lights	324		47.10
Electric Equipment			
Washer/Dryer	688		100.02
Disposal	32		4.65
Dishwasher	102		14.83
Microwave	107		15.55
Refri/Freezer	434		63.09
TV (2)	202		29.37
Range	200		29.07
Oven	209		30.38
Water Heater	3216		467.51
			754.48
Non-HVAC Sub-Total			801.58
	gal/year		Total Cost
Water	34675		379.97
Sewer	34675		213.60
Grand Total		Year	\$1,574.14
		Month	\$131.18

Annual Cost SummaryAgape House Apartments 2025
Hedgerow Partners, LLC02/05/2025
04:05PM**Table 1. Annual Costs**

Component	1 BR (\$)	2 BR (\$)
Air System Fans	33	59
Cooling	49	74
Heating	19	46
Pumps	0	0
Heat Rejection Fans	0	0
HVAC Sub-Total	100	179
Lights	35	47
Electric Equipment	0	0
Misc. Electric	586	754
Misc. Fuel Use	0	0
Non-HVAC Sub-Total	621	802
Grand Total	721	980

Table 2. Annual Cost per Unit Floor Area

Component	1 BR (\$/ft ²)	2 BR (\$/ft ²)
Air System Fans	0.050	0.064
Cooling	0.073	0.079
Heating	0.028	0.050
Pumps	0.000	0.000
Heat Rejection Fans	0.000	0.000
HVAC Sub-Total	0.151	0.193
Lights	0.052	0.051
Electric Equipment	0.000	0.000
Misc. Electric	0.882	0.813
Misc. Fuel Use	0.000	0.000
Non-HVAC Sub-Total	0.935	0.864
Grand Total	1.086	1.056
Gross Floor Area (ft ²)	664.0	928.0
Conditioned Floor Area (ft ²)	664.0	928.0

Note: Values in this table are calculated using the Gross Floor Area.

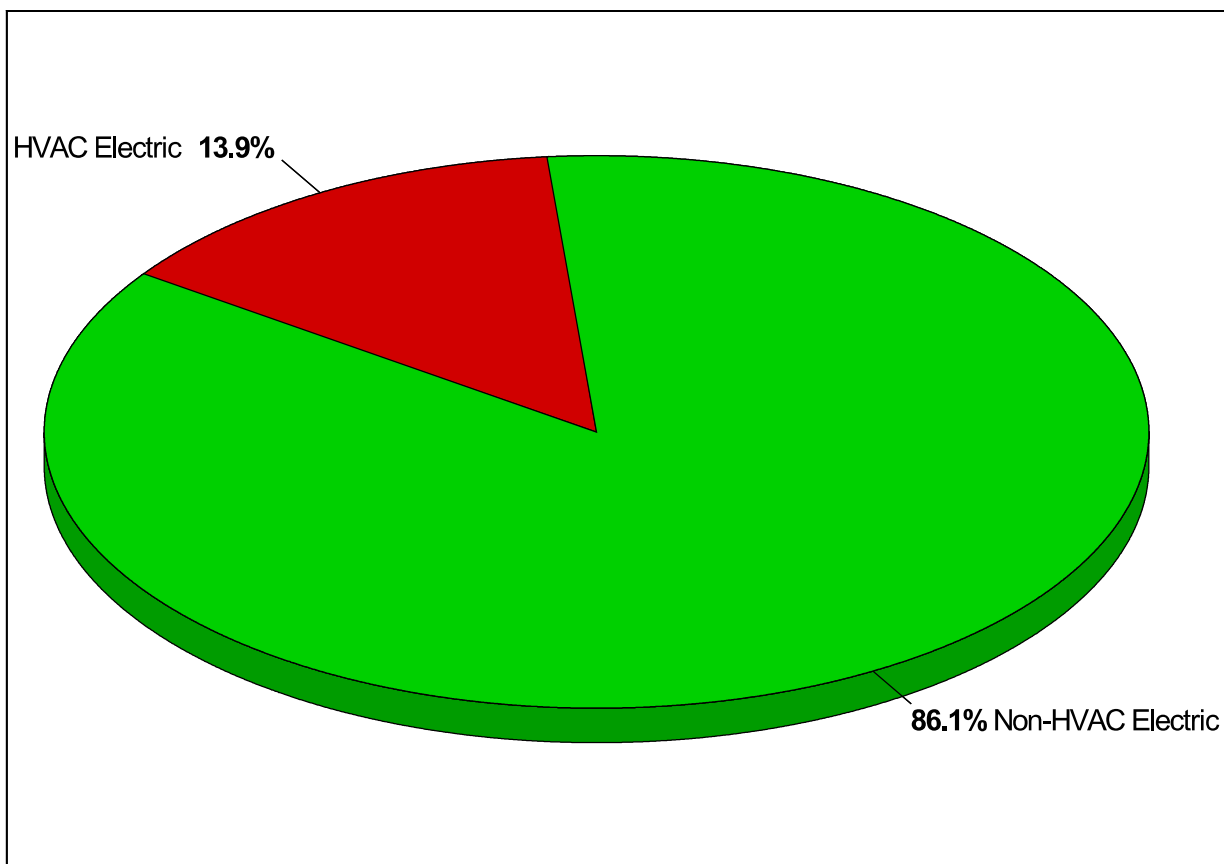
Table 3. Component Cost as a Percentage of Total Cost

Component	1 BR (%)	2 BR (%)
Air System Fans	4.6	6.0
Cooling	6.8	7.5
Heating	2.6	4.7
Pumps	0.0	0.0
Heat Rejection Fans	0.0	0.0
HVAC Sub-Total	13.9	18.2
Lights	4.8	4.8
Electric Equipment	0.0	0.0
Misc. Electric	81.3	76.9
Misc. Fuel Use	0.0	0.0
Non-HVAC Sub-Total	86.1	81.8
Grand Total	100.0	100.0

Annual Energy Costs - 1 BR

Agape House Apartments 2025
Hedgerow Partners, LLC

02/05/2025
04:05PM



1. Annual Costs

Component	Annual Cost (\$/yr)	(\$/ft²)	Percent of Total (%)
HVAC Components			
Electric	100	0.151	13.9
Natural Gas	0	0.000	0.0
Fuel Oil	0	0.000	0.0
Propane	0	0.000	0.0
Remote Hot Water	0	0.000	0.0
Remote Steam	0	0.000	0.0
Remote Chilled Water	0	0.000	0.0
HVAC Sub-Total	100	0.151	13.9
Non-HVAC Components			
Electric	621	0.935	86.1
Natural Gas	0	0.000	0.0
Fuel Oil	0	0.000	0.0
Propane	0	0.000	0.0
Remote Hot Water	0	0.000	0.0
Remote Steam	0	0.000	0.0
Non-HVAC Sub-Total	621	0.935	86.1
Grand Total	721	1.086	100.0

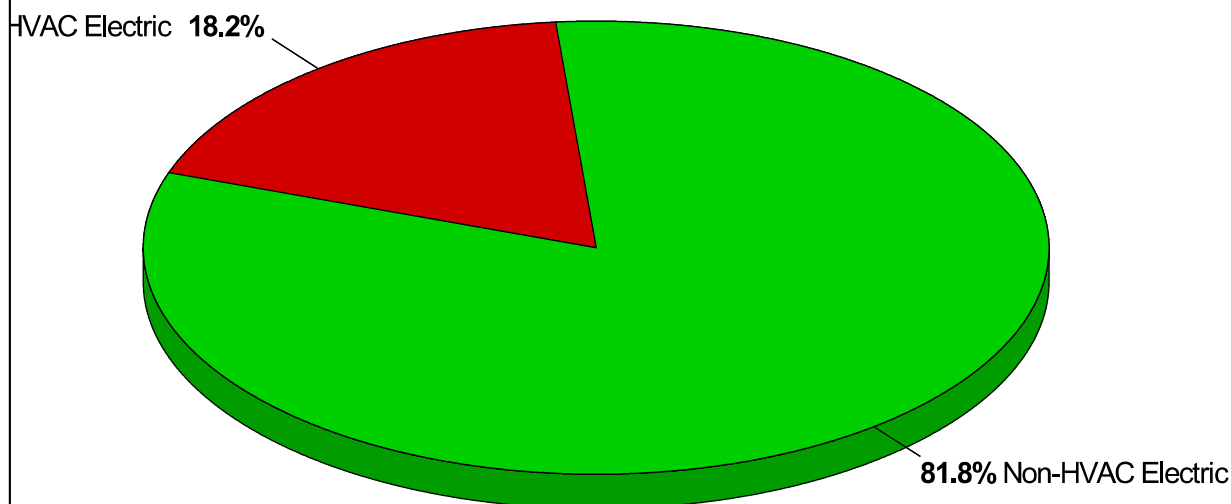
Note: Cost per unit floor area is based on the gross building floor area.

Gross Floor Area 664.0 ft²
Conditioned Floor Area 664.0 ft²

Annual Energy Costs - 2 BR

Agape House Apartments 2025
Hedgerow Partners, LLC

02/05/2025
04:05PM



1. Annual Costs

Component	Annual Cost (\$/yr)	(\$/ft²)	Percent of Total (%)
HVAC Components			
Electric	179	0.193	18.2
Natural Gas	0	0.000	0.0
Fuel Oil	0	0.000	0.0
Propane	0	0.000	0.0
Remote Hot Water	0	0.000	0.0
Remote Steam	0	0.000	0.0
Remote Chilled Water	0	0.000	0.0
HVAC Sub-Total	179	0.193	18.2
Non-HVAC Components			
Electric	802	0.864	81.8
Natural Gas	0	0.000	0.0
Fuel Oil	0	0.000	0.0
Propane	0	0.000	0.0
Remote Hot Water	0	0.000	0.0
Remote Steam	0	0.000	0.0
Non-HVAC Sub-Total	802	0.864	81.8
Grand Total	980	1.056	100.0

Note: Cost per unit floor area is based on the gross building floor area.

Gross Floor Area **928.0** ft²
 Conditioned Floor Area **928.0** ft²

IV. Appendix with Utility Rate Information

Virginia Electric and Power Company

Schedule 1

RESIDENTIAL SERVICE

I. APPLICABILITY AND AVAILABILITY

This schedule is applicable only to Customers (1) who elect to receive separately metered and billed Electricity Supply Service and Electric Delivery Service from the Company or (2) who are eligible for and elect to purchase Electricity Supply Service from a Competitive Service Provider in accordance with Va. Code § 56-577 A for use in and about (a) a single-family residence, flat or apartment, (b) a combination farm and one occupied single-family residence, flat or apartment, (c) a private residence used as a boarding and/or rooming house with no more than one cooking installation nor more than ten bedrooms, or (d) separately metered service to detached accessory buildings appurtenant to residential dwellings unless such buildings use electricity for commercial or industrial purposes.

A combination residence and farm, having more than one single-family residence, flat or apartment served electricity through a single meter, that was being billed under this schedule prior to April 1, 1971, may continue to be supplied electricity under this schedule provided each such dwelling unit is occupied by the owner or by a tenant working on the farm. Such multiple-residence farms connected on and after April 1, 1971, shall not be served under this schedule.

This schedule is not applicable for (a) individual motors rated over 15 HP, and (b) commercial use as in hotels, public inns, motels, auto courts, tourist courts, tourist camps, or trailer camps.

II. MONTHLY RATE

A. Distribution Service Charges

1. Basic Customer Charge
Basic Customer Charge \$7.58 per billing month.
2. Plus Distribution kWh Charge
 - a. Billing Months of June – September

First 800 kWh	@	2.6656¢ per kWh
Over 800 kWh	@	1.9708¢ per kWh
 - b. Billing Months of October – May

First 800 kWh	@	2.6656¢ per kWh
Over 800 kWh	@	1.9708¢ per kWh

(Continued)

Schedule 1

RESIDENTIAL SERVICE

(Continued)

II. MONTHLY RATE (Continued)

3. Plus each Distribution kilowatt-hour used is subject to all applicable riders in the Exhibit of Applicable Riders, including non-bypassable charges.
4. Plus, where the Customer receives service in accordance with Section XXV – NET METERING of the Company’s TERMS AND CONDITIONS and where the alternating current capacity of the Renewable Fuel Generator exceeds 15 kW, the Customer shall be billed a Distribution Standby Charge of \$3.42 per kW of demand, minus the charge under II.A.2., above, but not less than zero.

B. Electricity Supply (ES) Service Charges

Paragraph II.B. is not applicable to Customers receiving Electricity Supply Service from a Competitive Service Provider, except for non-bypassable charges in the Exhibit of Applicable Riders, as discussed in Paragraph V., below:

1. Generation kWh Charge
 - a. Billing Months of June – September

First 800 ES kWh	@	2.8063¢ per kWh
Over 800 ES kWh	@	4.2708¢ per kWh
 - b. Billing Months of October – May

First 800 ES kWh	@	2.7031¢ per kWh
Over 800 ES kWh	@	2.3430¢ per kWh
2. Plus Transmission kWh Charge
 - a. All kWh @ 0.970¢ per kWh
 - b. Plus, where the Customer receives service in accordance with Section XXV – NET METERING of the Company’s TERMS AND CONDITIONS and where the alternating current capacity of the Renewable Fuel Generator exceeds 15 kW, the Customer shall be billed a Transmission Standby Charge of \$1.32 per kW of demand, minus the charge under II.B.2.a., above, but not less than zero.
3. Plus each Electricity Supply kilowatt-hour used is subject to all applicable riders in the Exhibit of Applicable Riders, including non-bypassable charges, as discussed in Paragraph V., below.

(Continued)

Schedule 1

RESIDENTIAL SERVICE

(Continued)

II. MONTHLY RATE (Continued)

4. Plus, where the Customer receives service in accordance with Section XXV – NET METERING of the Company’s TERMS AND CONDITIONS and where the alternating current capacity of the Renewable Fuel Generator exceeds 15 kW, each measured kW of Demand is subject to all applicable riders, included in the Exhibit of Applicable Riders.

C. The minimum charge shall be the Basic Customer Charge in II.A.1., above.

III. DETERMINATION OF DEMAND

Where demand is measured by the Company, such demand will be determined as the highest average kW measured during any 30-minute interval of the current billing month, rounded to the nearest tenth.

IV. METER READING AND BILLING

- A. Meters may be read in units of 10 kilowatt-hours and bills rendered accordingly.
- B. The Company shall have the option of reading meters monthly or bimonthly. When the meter is read at other than monthly intervals, the Company may render an interim monthly bill based on estimated kWh use during periods for which the meter was not read.
- C. When bills are calculated for a bimonthly period, the Basic Customer Charge shall be multiplied by two; the number of kWh specified in the initial block of the Distribution kWh Charge and the Generation kWh Charge shall be multiplied by two before the rates per kWh are applied to the usage for the bimonthly period; the rate specified in II.A.4. shall be multiplied by two before the kW of demand is applied to such modified rate; the rate specified in II.B.2.b. shall be multiplied by two before the kW of demand is applied to such modified rate; and the minimum charge shall be the modified Basic Customer Charge.

V. NON-BYPASSABLE CHARGES

Any Commission approved non-bypassable charges in the Exhibit of Applicable Riders shall apply to all Customers, irrespective of generation supplier pursuant to Virginia Law, unless the Customer meets the statutory requirements for exemption from such charges.

VI. TERM OF CONTRACT

Open order.

Tab S:

Supportive House Mandatory
Certification and Documentation

This deal does not require
information behind this tab.

Tab T:

Funding Documentation



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

February 27, 2025

Wellington Development Partners
47818 Scotsborough Square
Potomac Falls, VA 20165
Attn: Benjamin Miller

Re: Financing Commitment
Agape Chantilly House Phase One
3870 Centerview Drive

Dear Mr. Miller:

The Fairfax County Redevelopment and Housing Authority (FCRHA) has approved and anticipates funding subordinate loans up to an amount of \$9,400,000 to affiliates of Wellington Development Partner for the Agape Chantilly House Phase One project, located at 3870 Centerview Drive, Chantilly, Virginia. This Commitment is conditioned on Wellington Development Partners obtaining a reservation of low-income housing tax credits from Virginia Housing for the project that is consistent with the application submitted to Virginia Housing for its 2025 funding round.

The FCRHA loan will bear interest at three percent (3%) annually for a term of thirty (30) years, or such longer term as is coterminous with the approved senior financing. The loan will be made in accordance with the procedures of the Housing Authority and will be documented with the FCRHA's form loan documents.

We look forward to working with you.

Sincerely,

Signed by:

Thomas Fleetwood

2/28/2025

66AE6931915A418...
Thomas E. Fleetwood

Assistant Secretary
Fairfax County Redevelopment and Housing Authority

Department of Housing and Community Development

3700 Pender Drive, Suite 300

Fairfax, Virginia 22030-6039

Tel. 703-246-5100 • Fax 703-246-5115 • TTY 711

www.fairfaxcounty.gov/housing

RESOLUTION NUMBER 01-25

Authorization, Subject to Board of Supervisors Approval, to Make Loans to Affiliates of Wellington Development Partners of up to \$9,400,000 to Finance the Development of Agape Chantilly House Phase One (Sully District)

WHEREAS, Wellington Development Partners (WDP) submitted a request for financing under the Fiscal Year 2025 Notice of Funding Availability for the development of 101 units at Agape Chantilly House Phase One located at 3870 Centerview Drive, Chantilly (the Project); and

WHEREAS, at its January 23, 2025 meeting, the Fairfax County Redevelopment and Housing Authority (FCRHA) considered WDP's request for up to \$9,400,000 in subordinate financing for the Project; and

NOW, THEREFORE, BE IT RESOLVED that the FCRHA authorizes:

- 1) Providing financing to WDP for the development of the Project in the amount of up to \$9,400,000, as described in the Action Item presented to the FCRHA on January 23, 2025; and
- 2) Adjustment of the total Project loan amount between the four percent and nine percent LIHTC financing structures, as needed, as long as the total FCRHA subordinate debt does not exceed \$9,400,000.

BE IT FURTHER RESOLVED that the FCRHA authorizes any Assistant Secretary to negotiate and finalize loan terms and associated documents on behalf of the FCRHA in substantial conformance with the Action Item presented to the FCRHA on January 23, 2025, and authorizes its Chair, Vice Chair or any Assistant Secretary to execute all documents, agreements, and instruments reasonably necessary or appropriate in connection with issuing the FCRHA loan(s) for the Project.

I hereby certify that the foregoing is a true and accurate copy of Resolution No. 01-25 passed by the Fairfax County Redevelopment and Housing Authority on January 23, 2025, and that I remain an Assistant Secretary and Deputy Executive Director of the Fairfax County Redevelopment and Housing Authority.

March 12, 2025

Date



Thomas Fleetwood, Assistant Secretary, Fairfax
County Redevelopment and Housing Authority

COMMONWEALTH OF VIRGINIA

)

) To-wit:

COUNTY OF FAIRFAX

)

The foregoing instrument was acknowledged before me by Thomas Fleetwood, an Assistant Secretary of the Fairfax County Redevelopment and Housing Authority, on behalf of the Fairfax County Redevelopment and Housing Authority this 12th day of March, 2025.



Notary Public

My Commission expires: October 31, 2025



Tab U:

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



Virginia Housing Free Renter Education Acknowledgement for Residents of Agape Chantilly House Phase 1 - 4%

I, _____, acknowledge that I have received information regarding the Virginia Housing free renter education to tenants. I understand that it is my responsibility to review the materials available at the link provided here: <https://www.virginiahousing.com/renters/education>. From this website, I can review the following educational topics:

- Rental Search
- Renter Education Online Course
- Renter Education Guide eBook
- Fair Housing Resources
- Renter Rights and Responsibilities
- Renter Programs
- Housing Counselors

By signing below, I acknowledge that I have read this form and understand how to access the Virginia Housing Free Renter Education materials.

Resident Name: _____

Resident Signature: _____

Unit Number: _____

Date: _____

Tab V:

Nonprofit or LHA Purchase Option or Right of First
Refusal

This deal does not require
information behind this tab.

Tab W:

Internet Safety Plan and Resident Information Form

Agape Chantilly House Phase 1 - 4% Wi-Fi Plan

Overview

1.) Security & Maintenance

- a) Contract with an IT provider to install and maintain a firewall at the router level to prevent intrusion attempts.
- b) Use the same IT provider to maintain the deployed technology.

2.) Education

- a) Provide computer basics and internet safety training classes on a regular basis for residents to attend. Information including disclaimers and internet security guidance in the Acceptable Use Policy (Page 2), Internet Security Plan (Page 4) and the Acknowledgment (Page 5) will be provided to residents upon move-in.
- b) Sample lessons below (Page 5)

Agape Chantilly House Phase 1 - 4% Network Acceptable Use Policy

RESIDENTS OF AGAPE CHANTILLY HOUSE PHASE 1 - 4% MUST AGREE TO AND FOLLOW THE ACCEPTABLE USE POLICY WHEN USING THE AGAPE CHANTILLY HOUSE PHASE 1 - 4% NETWORK.

1. Every Agape Chantilly House Phase 1 - 4% resident must adhere to all federal and state laws when using Agape Chantilly House Phase 1 - 4%'s network, services and/or internet access.
2. Spam may not be distributed using mail servers connected to the Agape Chantilly House Phase 1 - 4% network. Any computer on the Agape Chantilly House Phase 1 - 4% network that is infected with spam generating software and that distributes spam, with or without the Owner's knowledge or consent, may be disconnected from or denied access to the Agape Chantilly House Phase 1 - 4% network at the discretion of Agape Chantilly House Phase 1 - 4%.
3. Viruses, malware, or other malicious code may not be distributed using computers connected to the Agape Chantilly House Phase 1 - 4% network. Any computer on the Agape Chantilly House Phase 1 - 4% network that is infected with malicious code and distributes malicious software, even without the Owner's knowledge or consent, may be disconnected from the network at the discretion of Agape Chantilly House Phase 1 - 4%.
4. Illegal file sharing is not allowed, and computers engaged in such activity may not be connected to the Agape Chantilly House Phase 1 - 4% network. Any computer on the Agape Chantilly House Phase 1 - 4% network that is infected with illegal file sharing software and distributes copyrighted materials, even without the Owner's knowledge or consent, may be disconnected from the Agape Chantilly House Phase 1 - 4% network at the discretion of Agape Chantilly House Phase 1 - 4%.
5. The service is designed for personal, general internet use including streaming, web surfing, e-mail access, and all other possible legal online activities. Residents are not allowed to host public servers of any kind or use static IPv4 IP addresses. Agape Chantilly

House Phase 1 - 4% may disconnect Residents who use the service for activities deemed to atypical for residential use.

6. You agree to allow personnel of Agape Chantilly House Phase 1 - 4% and its partners reasonable access to your unit for proper maintenance of equipment.
7. The Access Points being distributed are property of Agape Chantilly House Phase 1 - 4% and may not be removed from the premises. Should your residency Agape Chantilly House Phase 1 - 4% end, you may NOT take the Access Point with you, doing so may result in a charge or forfeiture of your security deposit.
8. Like any commercially provided internet connection, this service is subject to usage monitoring. Anonymity is not guaranteed on the internet. Agape Chantilly House Phase 1 - 4% staff will NOT have access to browsing data; however, Agape Chantilly House Phase 1 - 4% WILL be alerted by the data center should they detect a unit misusing the service as outlined in Sections 1, 2, 3, 4, or 5. Gross misuse may result in the entire building being cut off by the data center, disrupting your fellow neighbors as well.
9. Using the internet has inherent risks, be aware of the sites you navigate to, make sure they are using https (which you can verify by looking at the status bar) and do not give out personal information unless you have verified the legitimacy of a website.
10. Agape Chantilly House Phase 1 - 4%'s Acceptable Use Policy may change without notice. Changes will be communicated to all residents via flyers before taking effect.

Acknowledgement of Equipment Received

Unit Number: _____

Resident Name(s): _____

Email Address: _____

By signing below, you acknowledge the following:

1. You are currently a resident and living at Agape Chantilly House Phase 1 - 4% you have thoroughly reviewed the following information and understand the general rules of operation prior to use:
 - a. Agape Chantilly House Phase 1 - 4% Acceptable Use Policy
 - b. Acknowledgement of Equipment Received
 - c. Internet Security Plan
2. You are receiving one (1) Access Point for your household, and it is currently installed in your unit.
3. The Access Point is the property of Agape Chantilly House Phase 1 - 4%. Should your residency Agape Chantilly House Phase 1 - 4% end, you may NOT take the Access Point with you, doing so may result in a charge or forfeiture of your security deposit.
4. Should an issue arise with your connectivity you will follow the Troubleshooting Guide (included in packet). If connectivity issues persist, please alert the leasing office giving them your name and unit number or email AgapeChantillyHouseIT@gmail.com with the subject "Connectivity issues, [your unit number here]" Include your name and unit number again in the message body.
5. If the Access Point is damaged, broken, stolen, etc. either by accident or negligence you may be charged for replacing the unit.
6. If the Access Point or power cable fails on its own, you will not be charged for replacing the unit.
7. The Access Point should not be moved to another unit without authorization from Agape Chantilly House Phase 1 - 4% or management staff.

Signature

Date

AGAPE CHANTILLY HOUSE PHASE 1 - 4%

NETWORK/INTERNET SECURITY PLAN

The internet service at Agape Chantilly House Phase 1 - 4% 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.



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

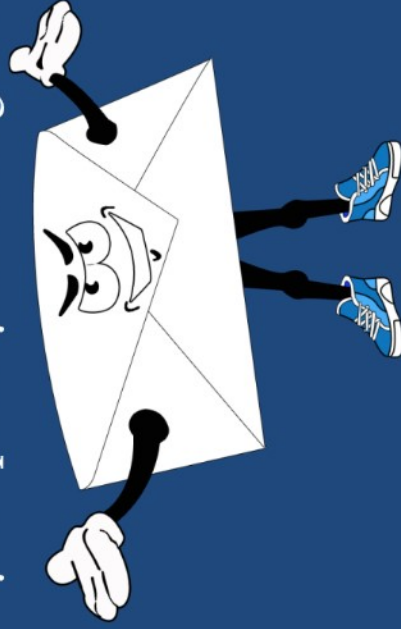


Spam

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 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/>



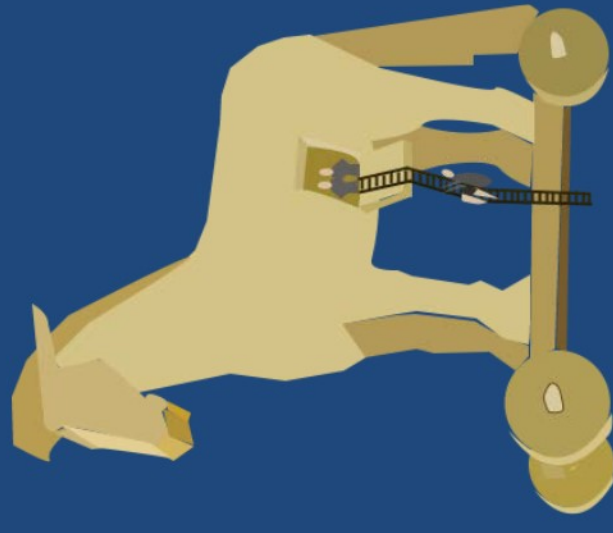
Trojan Horse

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>

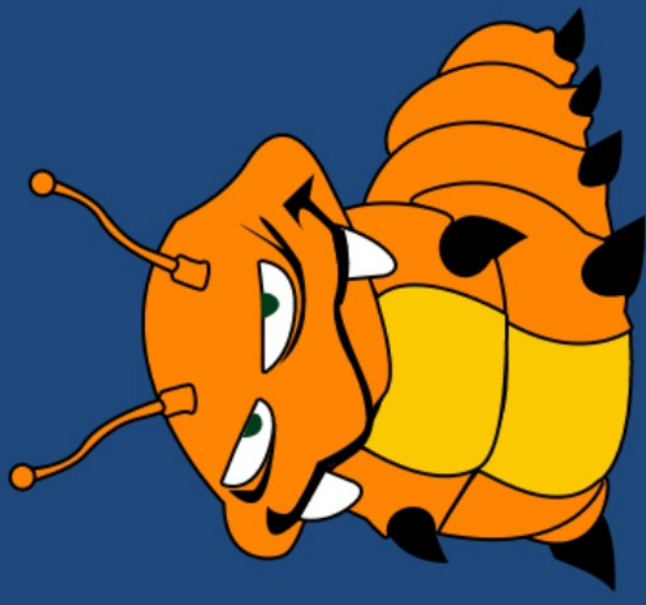


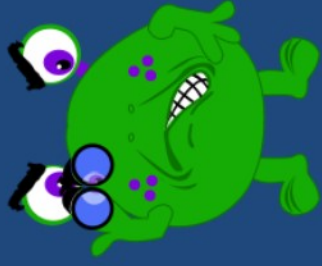
Worms

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-what-is.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](http://www.Law.com/Definition-of-Defamation)

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](http://www.Law.com/Definition-of-Slander)

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](http://www.Law.com/Definition-of-Libel)



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.

Lesson 1 Part 1

Introduction to Computing

Introduction

- ▶ Who We Are
- ▶ What You Will Learn
- ▶ Class time 6PM until 730PM
- ▶ Class Etiquette
 - Breaks, cell phones, questions
- ▶ You get out of it what you put into it

A Computer is:

- ▶ A **machine** that manipulates/processes data (inputs) according to a set of instructions and produces/displays an output
- ▶ Combination of hardware and software



Hardware and Software

- **Hardware** – Physical parts of the computer. Anything that you can touch.
- **Software** – Instruction sets that run on **hardware** that create files, perform calculations, and display webpages (kind of like a cookbook)

3

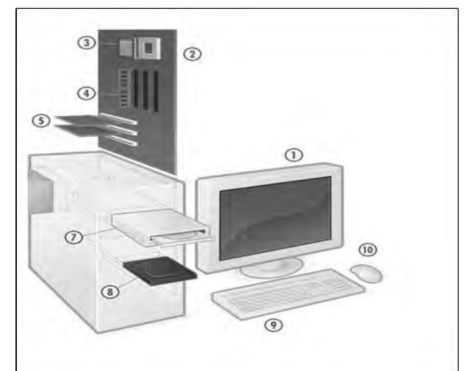
How A Computer Works

Input Devices	Processor	Output Devices
Keyboard 	Takes the data from input devices and uses software to process it and direct it to Output Device 	Monitor 
Mouse 		Printer 
Camera & scanner 		Projector 
Audio and video 		

5

Hardware

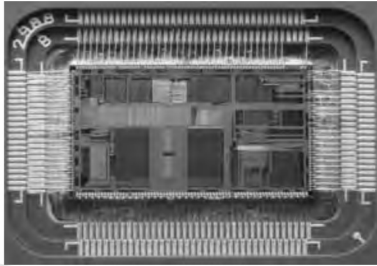
The Hardware Parts	
Output Device	1. Monitor (Screen)
Processing	2. Mother Board 3. Central Processing Unit (CPU)
Storage	4. Memory Cards – RAM 5. Circuit Board 7. CD Rom Drive 8. Hard Drive
Input Devices	9. Keyboard 10. Mouse



4

Central Processing Unit (CPU)

- ▶ The CPU is an electronic circuit that can execute software in MIPS (millions of instructions per second!)
- ▶ The CPU is the “brain” of the computer

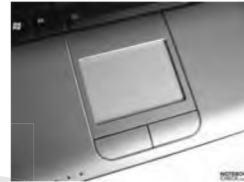


Mouse

- ▶ Desktop Mouse



- ▶ Touchpad – laptop mouse

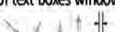


7

Mouse Functions

- ▶ Click = Press Left Button (**Select**)
- ▶ Double Click = Press Left Button Twice Quickly (**Open**)
- ▶ Right Click = Press Right Button (**Options**)

Cursor Shapes

- While you are waiting for your document to open the cursor might change shape, from  to 
- While the cursor looks like  just be patient while the computer is busy
- Drag your mouse around the document and notice how the cursor changes shape, from  to 
- When you see  click
- Adjust the size of text boxes windows, panes and cells using arrows 

Keyboard

- ▶ Input Device with alpha, numeric, punctuation, symbols, and navigation keys



Home Row: asdf jkl;

10

Software

- ▶ **Operating System** – The software that works with the hardware to control the computer's operations. Most computers have Microsoft Windows (such as Windows 7, Windows Vista)
- ▶ **Programs** – The software that users interact with to perform their work. Common applications include Microsoft Word, Excel, PowerPoint, Internet Explorer, and FireFox. Google Chrome

Turning On the Computer



Practice: Ctrl + Alt + Del → Enter



Logging Onto Laptop with Student ID & Password



Opening a Program

- Use the Start button to access "All Programs"



- Then select the program that you want to open



Exercise – Typing Practice

1. Open the program "Microsoft Office Word"
Start > All Programs > Microsoft Office > Microsoft Office Word
2. Key in the following Home keys 10 times:
asdf jkl; [Enter]
3. Key in the following 10 times:
Your name. Press SHIFT key for upper case letters.

Exercise – More Typing Practice

1. Key in the following 5 times:
Today's date: **November 7, 2016**
2. Key in the following 5 times:
. , ; : / ? ' "
3. Key in the following 5 times:
Your favorite movie or music.

Turning Off or Shut Down Computer



Lesson 1 Part 2

Introduction to Computing

Agenda

- ▶ Computer Desktop
- ▶ Files and Folders
- ▶ Windows
- ▶ Memory
- ▶ Keyboarding

Desktop

- ▶ What do you keep on a regular desktop?
 - Pens, paper, stapler, paper clips
- ▶ What is a Computer Desktop?
 - Place to store frequently accessed programs, files, photos, etc.



3

Opening a Program

- Use the Start button to access “All Programs”

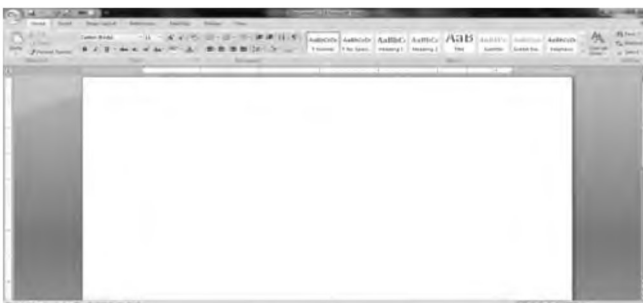


- Then select the program that you want to open



Windows and MS Word

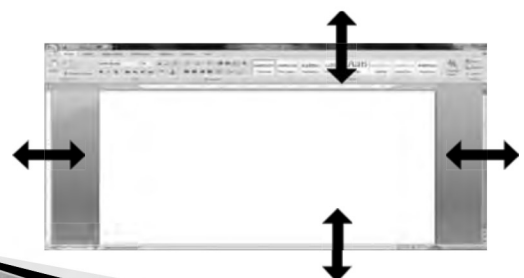
- ▶ Open program → Microsoft Word



5

Windows

- ▶ Exercises:
 - Minimize, Maximize, Close button
 - Resize window to tall and thin
 - Resize window to short and wide

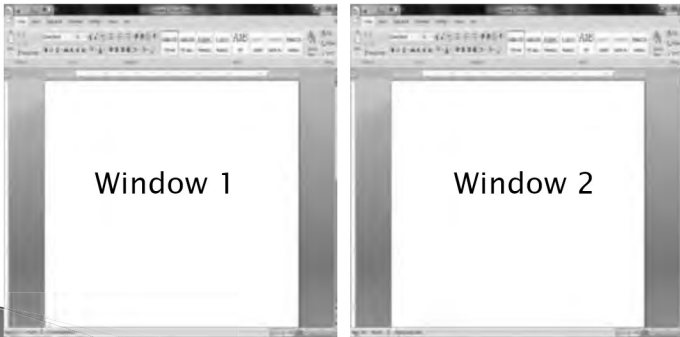


7

6

Windows

- ▶ Exercise:
 - Open two windows and place side by side. Why?



7

Files and Folders

- ▶ File = electronic version of a document, spreadsheet, presentation, etc.



- ▶ Folder = used to organize files



8

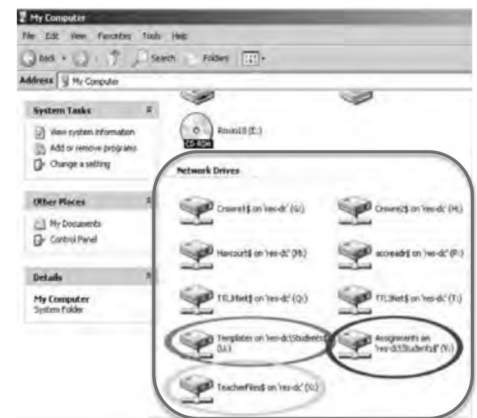
Memory

- ▶ Places to store files:
 - Hard Drive – My Documents on the computer
 - DVD – 
 - Flash Drive – 
 - The “Cloud” –
 - Discussion of Pros and Cons for each type of memory

9

Memory

- ▶ Another place to store files:
 - Network Drive
 - Company's data system
 - Used only by members of that company



10

File Exercises

- ▶ Save new Word document
 - File > Save As
 - Choose a file name and save in My Documents
- ▶ Create new folder in My Documents
 - Name the folder “Class”
 - Create 3 files in Word: “Resume” “Budget” and “Jobs”
 - Select and Drag each file into the “Class” folder

11

Keyboarding

- ▶ Home Row
- ▶ Backspace and Delete
- ▶ Space Bar
- ▶ Shift
- ▶ Enter
- ▶ Tab



8

12

Keyboarding Practice

- Type three sentences in “Resume” file.
- REMEMBER TO SAVE YOUR DOCUMENT.
- Type three sentences in “Jobs” file.
- REMEMBER TO PRACTICE EACH DAY.
- QUESTIONS!!!!????

Turning Off or Shut Down Computer



13

Lesson 2

Internet Security
Navigating the Internet
Social Media

Voice over Internet Protocol (VoIP)/Chat

Agenda Part 1

- ▶ Computer Security—Why?
- ▶ Create Strong Passwords
- ▶ Backup/Save Your Data
- ▶ Online Banking Primer
- ▶ Buying Things Online
- ▶ Online Tracking

Computer Security—Why?

- ▶ Anti-Virus Software
 - Microsoft Security Essentials (free), McAfee, Norton: scans your computer for potential viruses.
- ▶ Flash Drives
 - Be careful using flash drives from other people.
- ▶ Updates
 - Always click 'YES' to Anti-Virus and Windows Updates.
- ▶ Firewall
 - NEVER disable the Windows Firewall (ON by default)

Create Strong Passwords

- ▶ All passwords must be airtight strong.
 - Reduces chances of hacking and ID theft.
- ▶ At least 10 characters with lower case, upper case, and special characters !@#%&*
 - Can create a unique phrase or sentence that no one knows or is published. No birthdates, 12345, ABCDE, social security #.
 - Write down each password and place somewhere safe.
- ▶ Use different passwords for EACH account.
 - Computer
 - Online Banking
 - Social Media: Facebook, Twitter, Instagram

Create Strong Passwords

- ▶ **Class Exercise:**
 - Create a password together
 - At least 10 characters with lower case, upper case, and special characters !@#%&*

Back Up Your Data

- ▶ SAVE, SAVE, SAVE
 - Save your files early and often!
- ▶ Backups
 - Computers can crash one day. Hard drives can become corrupted and viruses can erase files.
 - Periodically save a copy of your files to a flash drive or backup hard drive.
- ▶ Cloud Storage
 - Google Drive, Drop Box, backup files regularly
- ▶ Magnets
 - NEVER put a magnet near a computer. Can wipe data off the hard drive and ruin the monitor.



Online Banking

- ▶ Online Banking
 - Only access online banking sites from home computer.
 - Never access on a shared computer.
- ▶ Key in URL addresses in Browser.
- ▶ Don't automatically click links in email.
www.bankofamerica.com
not same as
www.bankofamerica.com.fakewebsite.exe
This is a **DANGEROUS** link.

Buying Things Online

- ▶ Only purchase items from well-known websites.
- ▶ Ensure the URL contains **https** and the lock symbol before entering credit card info.
- ▶ NEVER wire money as payment.



Online Tracking 1

- ▶ Websites **remember** where you have visited like Google & Facebook.
 - Why? So they can target sales ads to fit your interests.
- ▶ Also, sites are saved on the web browser.
 - To remove:
 - Firefox: History > Clear Recent History
 - Chrome: Clear Browsing Data

Online Tracking 2

- ▶ Prevent Online Tracking
 - Sign out of email when searching online.
 - Use Private Browsing.
- ▶ Firefox: Preferences > Privacy > Tracking
- ▶ Chrome: File > New incognito window

Agenda Part 2

- ▶ Popular Uses of the Internet
- ▶ Internet Vocabulary
- ▶ Cable Internet Service & Connection
- ▶ Web Browser
- ▶ Format of URL Web Address
- ▶ Finding Stuff on the Internet

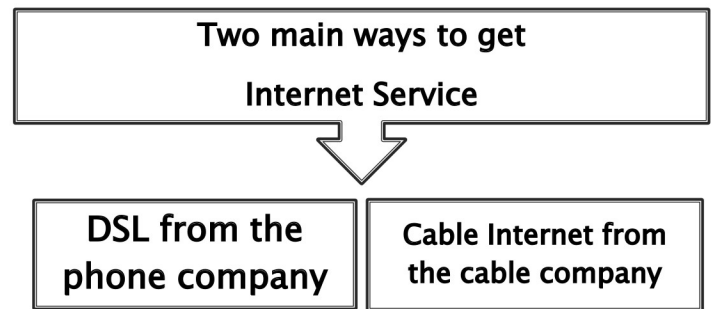
Popular Uses of the Internet

To do this	What to use
▶ View Websites	▶ Browsers: Firefox, Chrome, Safari, Opera
▶ Send & receive messages & documents	▶ Gmail, Outlook, Yahoo
▶ Send and receive short text messages	▶ Cell phone carriers
▶ Locate places on a map & get directions	▶ Google maps, Mapquest, Rand McNally

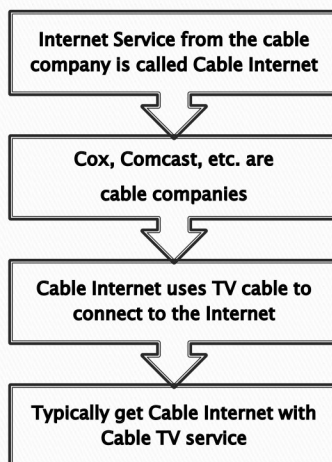
Internet Vocabulary

- ▶ Website: One organization's location on the Web.
- ▶ Browser: Software used to explore or "surf" the Web.
- ▶ URL: Address used to go to a website.
- ▶ Link: Text or picture when clicked with your mouse takes you quickly to a website.
 - www.nytimes.com

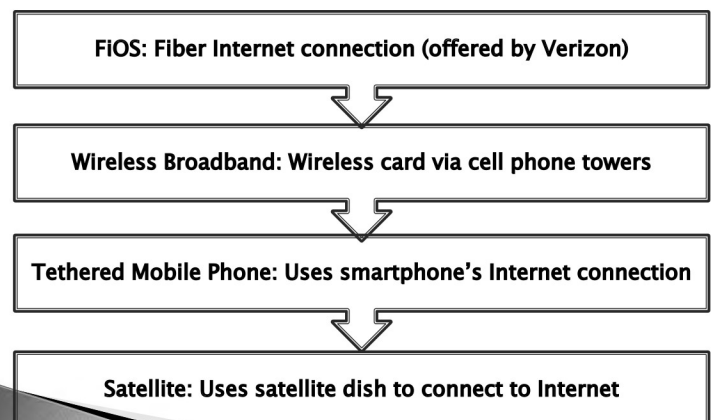
How Do I Get Internet Service?



Cable Connection



Other Types of Internet Service



Connecting to the Internet

- ▶ Computer connects with cables to router



OR

- ▶ Computer connects wirelessly to router = Wi-Fi



- ▶ Caveats, snooping, intercepting signals

Web Browsers

- ▶ An Application used to view web pages and navigate websites on the Internet
- ▶ Opera, Firefox, Safari, Chrome, Microsoft Edge



MS Edge Web browser

Parts to a Browser Window



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Navigating Backward & Forward



- While browsing the internet, the Browser remembers websites visited.
- Use Back Button to return to previous sites.
- Use Forward Button to go in reverse direction.
- Often, when opening a new link, the website will appear in a new Tab or window.

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Format of URL Web Address

www.washingtonpost.com

Often starts with "www" = Worldwide Web

Domain Name

Type of website

Commercial (.com)
Non-profit (.org)
Educational (.edu)
Government (.gov)

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SEARCHING on the Internet

Question: Over 10 billion websites, how do I find the right one?

Answer: Use a search engine & key words.



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SEARCHING the Internet (cont'd)

- For example, find information about the Amazon River in South America.

- In the search box, key in Amazon River.



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Interpreting Search Results

- Results page shows hundreds of websites or "hits."

- Each "hit" shows:

- Blue link that takes you to the website.
- Sample of text from the website.
- URL of the website (in green).

Number of websites about the Amazon River

One of the hits



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Your Turn on the Internet

- ▶ Find the name and height of the tallest mountain in the world.
- ▶ Find the name of the winner of the World Cup.
- ▶ Find an image of the Washington Wizards logo.
- ▶ Using Google maps, find directions from Arlington City (your address in this building) to a Harris Teeter market.

Email Communications

- ▶ Email is a way to send electronic messages to anyone in the world instantly.
- ▶ Email Services:
 - Gmail
 - Outlook (reinvented Hotmail)
 - Yahoo!
 - AOL Mail

PC Magazine
<http://www.pcmag.com/article2/0,2817,2408983,00.asp>

25

Email Security

- ▶ Most common way for a computer to be infected with a virus or get hacked.
- ▶ Be wary of suspicious looking emails
 - “You just won a prize!”
 - “Your account has been locked.”
 - Pay attention to poor grammar, awkward, and unprofessional writing—signs of potential danger.
- ▶ NEVER
 - Open an email from someone you don’t know
 - Open attachments that end in .exe .com .bat
 - Click on links inside emails

Email Addresses

- ▶ Must use an email address to send message to another person.
- ▶ Contains a **username** and a **domain** separated by the ‘@’ symbol.
- ▶ The ‘@’ symbol stands for the word “at.”
- ▶ Example: john.smith@gmail.com

Email Address vs. URL

- ▶ Email Address
 - Identifies a person or entity
 - Always has the @ symbol
 - Shows the email service provider
 - Example: **john.smith@gmail.com**
- ▶ URL
 - Identifies a website
 - Usually begins with www, name of website, extension
 - Example: **www.carpentersshelter.org**

Sign Up/Sign In to Email

- ▶ If you already have an email account, sign into your account.
- ▶ If you don’t have an email account, create one by going to www.gmail.com
 - Click “Create an Account” button **CREATE AN ACCOUNT**
 - Enter a name, username, and create a password.
 - Make sure your password has at least 10 characters with lower case, upper case, and special characters.
 - See next slide.

Create Strong Passwords

- ▶ At least 10 characters with lower case, upper case, and special characters !@#\$\$%
- ▶ Can create a unique phrase or sentence that no one knows or is published.
- ▶ No birthdates, 12345, ABCDE, social security #.
- ▶ Write down each password and place somewhere safe.

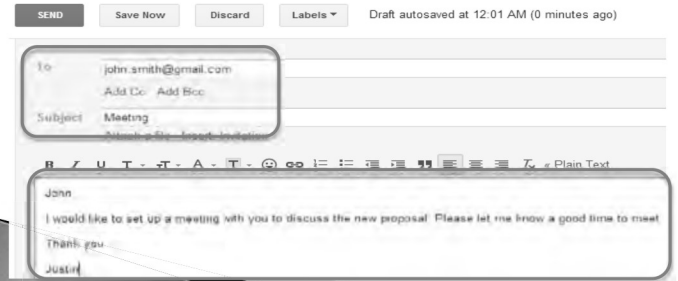
31

Compose an Email

- ▶ Click on the Compose button 

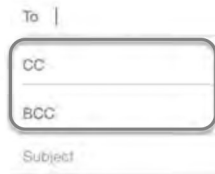
- ▶ Three parts to an email:

- To, Subject, and Message



CC and BCC

- ▶ Carbon Copy (CC)
 - Send a copy of the email to your supervisor.
- ▶ Blind Carbon Copy (BCC)
 - Send a copy of the email to your supervisor, but do not want the client to know.
 - Not recommended to do. Can **forward** a copy to your supervisor afterwards.



Reply, Reply All, Forward

- ▶ Reply – send an email **back to someone** who sent you an email.
- ▶ Reply All – send an email back to **everyone** who was on the email.
- ▶ Forward – send an email that you received to **someone else**.



Exercise

- ▶ Send an email to someone in class.
- ▶ Ask them “What is your favorite restaurant?”
- ▶ Open the email that you receive.
- ▶ Reply with the name of your favorite restaurant.

Attachments



- ▶ Email can be used to send files.
 - Documents, Spreadsheets, Presentations, Images.
- ▶ File size typically limited to 20–25 MB (megabytes).
- ▶ Click ‘Attach a file’ button and locate the file.
 - Typically in ‘Documents’ or ‘Pictures’ folders.
 - Drag & Drop feature available.



Exercise

- ▶ Create a Word document
 - Type three sentences describing your dream job.
 - Save the document as 'Resume' in 'Documents' folder.
- ▶ Compose and send an email to someone in class with 'Resume' document attached.

Email Etiquette

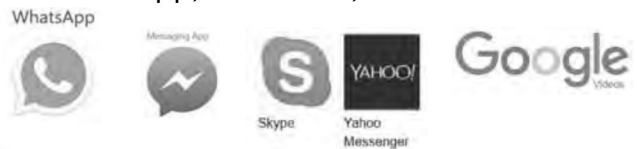
- ▶ Resist using Reply All unless applicable. Just use Reply.
- ▶ Don't use BCC (may make message look suspicious).
- ▶ Don't forward "chain letters" or jokes (especially at the office).
- ▶ Don't send anything negative about a person or your company. Why?
 - Any email you send at work may be read by your employer.

Email Etiquette (cont'd)

- ▶ Don't send anything in an email you would be uncomfortable seeing on the front page of a newspaper.
- ▶ Emails can get forwarded to anyone anywhere.
- ▶ NEVER open email attachments from people you don't know.
 - Most common way to infect a computer virus.

Voice over IP (VoIP)/Chat Communications

- ▶ Voice over IP and Chat tools are a way to communicate with someone on another computer or Smart Phone
- ▶ Applications include: SKYPE, G-Chat and Google Video, Facebook Messenger, WhatsApp, Face Time, etc.



Voice over IP (VoIP)/Chat Communications (cont'd)

- ▶ Applications have many similar features and allow you to chat or share video or have person to person video chats, live
- ▶ Applications are available for free and downloadable to your desktop
- ▶ To enjoy enhanced features you can pay extra

Turning Off your Computer



Tab X:

Marketing Plan for units meeting accessibility
requirements of HUD section 504

Agape Chantilly House Phase 1 - 4%
(AHC1 4% Owner, LLC)
Chantilly, Fairfax County, Virginia

Marketing Plan for Units Which Conform to Section 504 of the Rehabilitation Act

This Marketing Plan for Units Which Conform to Section 504 of the Rehabilitation Act (the "Marketing Plan") has been designed to convey to current and potential residents with disabilities that **Agape Chantilly House Phase 1 - 4%** will be a new rental housing experience, with a commitment to excellent management and resident service, as well as an expectation of resident responsibility. Therefore, much of this plan will address ways in which property management will endeavor to secure qualified tenants, ensure quality tenancy, and provide effective management and maintenance of the property.

AHC1 4% Manager LLC, the Managing Member ("Managing Member") of AHC1 4% Owner LLC ("Property Owner"), will engage a VHDA-approved and qualified property management firm (the "Property Manager") to manage the operations of Agape Chantilly House Phase 1 - 4%. The Property Manager will be responsible for all the traditional management functions, including rent collection, maintenance, record keeping, reports, development of budgets, and monitoring resident income qualifications. Additionally, the Property will be home to a variety of community and resident services programs.

I. Affirmative Marketing

The **Property Manager** is pledged to the letter and the spirit of the U.S. policy of the achievement of equal housing opportunity throughout the United States of America and will actively promote fair housing in the development and marketing of this project. The **Property Manager** its Officers, Directors and employees will not discriminate based on race, creed, color, sex, religion, familial status, elderliness, disability or sexual orientation in its programs or housing. They will also comply with all provisions of the Fair Housing Act (42 U.S.C. 3601, et. Seq.).

When a Section 504 unit becomes vacant, the Property Manager will work to fill the unit with a qualified household. Marketing will include outreach to partner organizations and advertisement in standard marketing vehicles (e.g., Craigslist). Any unit which is designated as a unit for people with disabilities and that conforms to Section 504 of the Rehabilitation Act will be held vacant for sixty days (60). The Property Manager will document its marketing efforts to find households with qualified disabilities during this period. If a qualified tenant is not found, the marketing evidence will be submitted to VHDA's Program Compliance Officer, and the manager will request approval to rent the unit to any income-qualified household. If the request is approved, the lease will contain a provision stating that the household must agree to move to a vacant unit at the same property if a household including a person with a disability applies for the unit, and that the move will be paid for by the Property Owner.

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

- Unless prohibited by an applicable federal subsidy program, a "first preference" will be given for person in a target population identified in a memorandum of understanding between the Authority and one or more participating agencies of the Commonwealth.
- The Property Manager will obtain tenant referrals from the Virginia Department of Medical Assistance Services (DMAS), Virginia Department of Behavioral Health and Developmental Services (DBHDS), or any other agency approved by the Authority.
- The Property Manager will retain a tenant verification letter and Acknowledgement and

Settlement Agreement of Target Population Status.

- Target population units will be confirmed by VHDA.

11 Marketing and Outreach

Locating people with disabilities to occupy the units which conform to the requirements of Section 504 of the Rehabilitation Act will be accomplished as follows:

1. Networking

The Property Manager will contact local centers for independent living, disability services boards and other service organizations via phone and printed communication. The contacts will include the following organizations:

Virginia Board for People with Disabilities
Washington Building
1100 Bank Street, 7th Floor
Richmond, VA 23219
(804) 786-0016

Fairfax County Disability Services Board
12011 Government Center Pkwy
Fairfax, VA 22035
(703) 324-7948

OARS - Virginia Department for Aging and Rehabilitative Services
5904 Old Richmond Highway Suite 410
Alexandria, VA 22303
(703) 960-3411

Fairfax County Department of Family Services
12011 Government Center Pkwy
Fairfax, VA 22035
(703) 324-7500

Healthworks for Northern Virginia
163 Fort Evans Road, N.E.
Leesburg, VA 20176
(703) 443-2000

Pathway Homes
10201 Fairfax Blvd., Suite 200
Fairfax, VA 22030-2209
(703) 876-0390

Community Residences
14160 Newbrook Dr.
Chantilly, VA 20151
(703) 842-2300

PRS, Inc.
1761 Old Meadow Rd, Suite 100

McLean, VA 22102
(703) 536-9000

Virginia Department of Medical Assistance Services
600 East Broad Street
Richmond, VA 23219
(804) 786-7933

Virginia Department of Behavioral Health and Developmental Services
1220 Bank Street
Richmond, VA 23219
(804) 786-3921

2. Internet Search

Agape Chantilly House Phase 1 - 4% will also be listed on the following websites:

www.virginiahousingsearch.com
www.accessva.org
www.dbhds.virginia.gov
www.craigslist.org
www.hud.gov

3. Print Media

Print media sources that cater to persons with disabilities in Fairfax County will also be identified. These sources may include, but are not limited to, rental magazines such as Apartment Shoppers Guide, Apartments for Rent local newspapers, etc.

The Property Manager will also maintain a current listing on VirginiaHousingSearch.com, including information on amenities available for the Target Population. All advertising materials will prominently feature the Equal Housing Opportunity logo type, slogan, or statement, in compliance with the Fair Housing Act, as well as the fact that units for people with disabilities are available.

4. Resident Referrals

An effective Resident Referral program will be set up, in which current residents are rewarded for referring friends, coworkers, and others who may have disabilities to the property. These referrals are the best form of advertising as they attract 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 resident newsletter announcing the tenant referral program.

5. Marketing Materials

Additional marketing materials are needed to further support the specific marketing effort for people with disabilities. All advertising materials related to the project will contain the Equal Housing Opportunity logo, slogan, or statement, in compliance with the Fair Housing Act, as well as the fact that units for people with disabilities are available. The marketing will also emphasize the physical and administrative compliance with Americans with Disabilities Act.

These marketing materials include:

- **Brochures** - A simple brochure can be produced at low cost which will effectively sell the apartments and community. This brochure will include a listing of features and amenities.
- **Flyers** - A flyer campaign can be used effectively to market the community. Each flyer should incorporate graphics and a property description to generate traffic. From time to time, as necessary, flyers should include a special offer with a deadline (e.g., "Bring this flyer with you when you visit this weekend and pay no application fee!").

III. Public and Community Relations

The Property Manager will promote Equal Housing Opportunity by ensuring that all Site Signage containing the EHO logo and Fair Housing posters are displayed in English and Spanish in the Rental Office.

The Managing Member participates in a public and community relations program that boosts the relationship between the Property Owner and the Property Manager, and local disability organizations, neighborhood civic organizations, social service programs, 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 for resident interviews and application assistance.

Times of Operation - the Management Office will be open Monday through Friday from 8:30 A.M. to 5:30 P.M. Applicants will meet with the Property Manager or designated staff to discuss programs available on the property and will be supplied relevant information to assist them in their move.

Tenant Selection Criteria

Tenant Selection will include maximum income limits under the Low-Income Tax Credit and Section 8 programs. Selection criteria will also include student status guidelines pursuant to the Low-Income Housing Tax Credit program.

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

Selection and Qualification Criteria

A third-party credit scoring provider is used to review applicants by means of a credit scoring model to determine an applicant's ability to meet his/her rental obligations. Credit scoring utilizes a statistical model for comparing information on bill paying history, the number and type of credit accounts, past due payments, outstanding debt, rental history, and the age of accounts, to the performance of consumers with similar profiles. The scoring system awards points for each factor that helps predict applicant creditworthiness and the likelihood of the applicant making payments when due. The scoring provider makes a recommendation of accept or decline based on the results.

As part of the credit approval process, each applicant is required to provide income information on the Rental Application. This information is verified via direct written contact by the leasing staff with the employer/source of income and/or written verification⁴ such as paystubs, tax returns, etc. If there is more

than one applicant, the same credit approval process is performed.

Residents will also have additional qualification criteria as specifically addressed in the Affordable Housing Program.

Criminal Background Check

The Property Manager performs criminal background checks as part of the approval process for prospective residents. The criminal background check is subject to state and local landlord-tenant laws. The requirement is that a criminal background check be done on all adult occupants, as a condition of the application and as a condition of the lease agreement. Felony convictions for violent crimes against people or property, drug-related activities, weapons related activities, larceny or sex-related crimes render an individual ineligible for occupancy.

A third-party contractor is utilized to perform these background checks, which includes a review of all available criminal records, local sex offender lists, the FBI Most Wanted List and the Office of Foreign Asset Control (OFAC) list.

As a condition of their lease agreement, residents are required to acknowledge that the landlord has the right to terminate a lease or evict a resident if, after the lease has commenced, there is any subsequent discovery of a crime that would have rendered the resident ineligible for occupancy at move-in. The criminal background check policy that is implemented is subject to modification based on the Property Manager's experience with this requirement at the property.

Occupancy Standards

Both maximum and minimum per-unit occupancy standards will be established and maintained.

Application Processing

Application processing will be done at the Management Office by housing staff who are well versed in Fair Credit Law. As stated before, the processing will include a review of housekeeping/home visit, prior landlord references, personal references, criminal/sex offender and credit reporting and income verification. The housing staff will make further review for inaccuracies in the application. The annual income and family composition are the key factors for determining eligibility. However, the following criteria will also be used 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.
- Rental Applications will be processed through a credit bureau to determine the credit worthiness of each applicant. If the score is below the threshold, and it has been determined that applicant has no poor credit and no negative rental history and no criminal history then the application can be conditionally approved after contacting the prior landlord. In these cases, the application must be reviewed by the Regional Vice-President 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.

- Rental Applications will be processed 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 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 at applicants' request.
- 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 Chantilly, VA 20151 area. The annual income is compared to the area's Income Limits to determine eligibility.
- Family composition must be compatible with 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 students 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.
- Applicants must provide a birth certificate or other acceptable HUD approved form 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.
- Preference will be given to those households whose family members are handicapped or disabled for housing in the units specifically designated for people with disabilities.

- 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.

V. Turnover of Section 504 units

Units must be held vacant for 60 days during which active marketing efforts must be documented. However, if marketing to the SO-point special needs unit is deemed to be conducted satisfactorily on an ongoing basis throughout the year and management can provide sufficient documentation to Virginia Housing's Compliance Officer, management may request the ability to lease SO-point units to a household not in the special needs population without the unit remaining vacant for the 60-day timeframe. "Ongoing basis" means contact to at least two (2) resources at least monthly in the manner noted below at any time the required number of units is not actually occupied by the special needs' population.

Properties that fail to document ongoing active marketing to the marketing plan network contacts to lease vacant leasing preference units, may be cited with non-compliance, and may be required to hold unit(s) vacant for up to 60 days to actively market unfilled leasing preference units. Non-compliance with the marketing requirement is subject to a penalty point deduction in future funding requests from the Authority.

NOTE: The move of the temporary/non-disabled tenant will be paid for by the owner.

Tab Y:

Inducement Resolution for Tax Exempt Bonds

This deal does not require
information behind this tab.

Tab Z:

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

This deal does not require
information behind this tab.

Tab AA:

Priority Letter from Rural Development

This deal does not require
information behind this tab.

TAB AB:

Social Disadvantage Certification or Veteran
Owned Small Business Certification

This deal does not require
information behind this tab.