

**RENTAL HOUSING DEVELOPMENT ASSISTANCE (RHDA)  
Application for Rental Development Financing**

**PLEASE NOTE: AHFC Reserves the right to fund projects at a lower amount than requested, and the right to deny applications that do not coincide with the City's FY 2012-13 Action Plan goals and policy direction from the Austin City Council.**

Project Name: Scattered Site Project

Project Address: 10616 Mellow Hollow, 40-a, 40-b, 40-d Zip Code: 78750

Total # units in project/property: 3

Total # units to be assisted with RHDA Funding: 3

Project type (check all that apply):

Acquisition     Rehabilitation     New construction     Refinance     Rent Buy-Down

Amount of funds requested: \$170,000 Terms Requested: 0%, No Payments, 30 year

Role of applicant in Project (check all that apply):  Owner     Developer     Sponsor

**1. Applicant Information** (If applicant is not acting as the developer, please provide all of the information below for the developer as well as for the applicant. If the developer involves multiple entities, is a partnership or joint venture, please provide duplicative information for each, and identify the entity that will serve as the "lead" organization).

**Frameworks Community Development Corporation, Inc.**

Developer is Applicant     Applicant - Other  
check appropriate box

Name

701 Tillery Street, Ste A-7B, Box 15

Street Address

Austin

City

TX 78702

State, Zip

512.385.1500

Telephone

Larry Cabrera

Contact Person

512.385.1500

Contact Telephone

Larry@FrameworksCDC.org

E-mail address

799104406

DUNS # (REQUIRED)

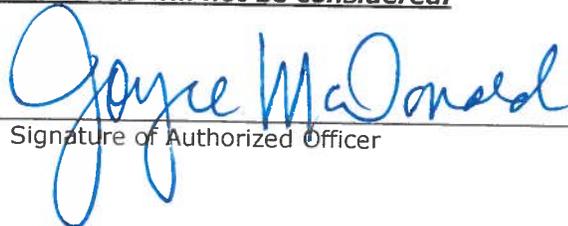
56-2492634

Federal Tax ID Number

**The applicant/developer certifies that the data included in this application and the exhibits attached hereto are true and correct. Unsigned/undated submissions will not be considered.**

**Frameworks Community Development Corporation, Inc.**

Legal Name of Developer/Entity



Signature of Authorized Officer

**Executive Director**

Title

04/26/2013

Date



2. **A. Non-profit applicants/developers, attached copies of the following:**
1. A "certificate of status" issued by the Texas Secretary of State.
  2. Federal IRS certification granting non-profit tax-exempt status.
  3. Certified financial audit for most recent year which include the auditor's opinion and management letters.
  4. Board resolution approving the proposed project and authorizing the request for funding

- B. For-profit applicants/developers, attach copies of the following:**
1. For Corporations, Limited Partnerships, and Limited Liability Companies, a copy of a "certificate of status" issued by the Texas Secretary of State.
  2. A current financial statement
  3. Proof of sufficient reserves or a line of credit available, if necessary, in order to complete the proposed project.

3. **Project Type (Please check any that apply.)** This project is considered:

- Traditional Rental Housing** (serving low-income households, and resident services may or may not be provided)
- Transitional Housing** (case management services provided and residency limited to a certain length of time, usually no more than 24 months)
- Permanent Supportive Housing** (Considered long-term rental housing for very low-income families and individuals who are among the hardest to serve and who are most vulnerable to homelessness. This type of housing provides case management services to residents as needed).

**If you checked Permanent Supportive Housing, please complete the information below.**

**A. Types of proposed PSH Units:** Multi-family \_\_\_\_\_ Single-family \_\_\_\_\_

**B. Numbers of proposed PSH Units:**

- \_\_\_\_\_ Total Number of Units in project
- \_\_\_\_\_ Total Number of RHDA-assisted Units Proposed (include PSH units and non-PSH units)
- \_\_\_\_\_ Total Number of Permanent Supportive Housing (PSH) Units Proposed

**C. Check the population or sub-population(s) proposed to be served and indicate the number of units dedicated to that population or sub-population.**

Individuals or families headed by individuals that are:

1. \_\_\_\_\_ **Chronically homeless** as established in the HEARTH Act (Homeless Emergency and Rapid Transition to Housing Act of 2009) found at 24 CFR Part 577.  
NUMBER OF UNITS \_\_\_\_\_
2. \_\_\_\_\_ Households that would otherwise meet the HUD definition of chronically homeless per the HEARTH Act, but **have been in an institution for over 90 days**, including a jail, prison, substance abuse facility, mental health treatment facility, hospital or other similar facility.  
NUMBER OF UNITS \_\_\_\_\_
3. \_\_\_\_\_ Unaccompanied youth or families with children **defined as homeless under other federal statutes** who:
  - a. have experienced a long-term period without living independently in permanent housing;
  - b. have experienced persistent instability as measured by frequent moves over such period; and
  - c. can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.
 NUMBER OF UNITS \_\_\_\_\_

4. \_\_\_\_\_ A single adult or household led by an adult **'aging out' of state custody of the foster care or juvenile probation system**, where the head of household is homeless or at-risk of homelessness.

NUMBER OF UNITS \_\_\_\_\_

5. \_\_\_\_\_ Any other population **not defined above** but who would otherwise be eligible for or need permanent supportive housing services.

NUMBER OF UNITS \_\_\_\_\_

**NOTE: APPLICANTS CHECKING C.1, C.2, C.3, or C.4 ABOVE MUST COLLECT AND REPORT INFORMATION INTO THE HOMELESS MANAGEMENT INFORMATION SERVICE (HMIS)**

**4. Project Description.** Provide a brief project description that addresses items "A" through "L" below.

- a. Describe the tenant population, income levels, and services, if any, to be provided to or made available to residents.
- b. Include the type of structure (multi-family or single-family), number and size of units in square feet.
- c. Indicate whether the property is occupied at the time this application is being submitted.
- d. Indicate whether the project meets the requirements of the City's Vertical Mixed-Use (VMU) Ordinance, or is in a Planned-Unit Development (PUD) or Transit Oriented Development (TOD).
- e. Indicate whether the project will preserve existing affordable rental units.
- f. If there are existing structures, provide documentation from the taxing authority or another third-party source indicating the year the structure was built.
- g. Indicate the number of units reserved for Housing Choice Voucher holders (Section 8).
- h. Indicate the number of units that are or will be made accessible and adaptable for persons with mobility, sight or hearing disabilities.
- i. Demonstrate the Project's compatibility with current Neighborhood Plan (if applicable).
- j. Summarize the key financials of the project, clearly indicating the total project cost, the amount and intended use of AHFC funds being requested, and the amount(s) and provider(s) of other funding and the stage of those funding commitments.

**Please attach the following to the description of the above items:**

- k. A map (8 1/2" x 11") indicating the property location and the distance to the nearest Capital Metro Transit Stop to which residents will have access.
- l. Locate on the "Opportunity Map of Austin" the census tract in which the property lies. The map is attached to the Program Guidelines.

**5. Site Control and Demonstration of Value**

Include evidence of site control such as a warranty deed or an current earnest money contract, and provide a real estate appraisal or current tax documentation that substantiates the value of the project.

**6. Zoning**

Include a letter from the City of Austin's Planning and Development Review Department (PDRD) verifying that the current zoning of the site for the proposed project is compatible with the anticipated use, or include documentation verifying that a request to change current zoning has been submitted to PDRD. Should the project be approved for funding, the appropriate zoning must be in place prior to execution of loan documents.

7. **S.M.A.R.T. Housing™.** Include a copy of the letter that indicates the project has been reviewed and meets S.M.A.R.T. Housing™ requirements.
8. **Development Team and Capacity.** Identify below the persons or entities anticipated to be involved in the project, such as lenders, attorneys, accountants, architects, engineers, general contractor, sub-contractors, property managers and consultants. Also, indicate if any person or entity involved is certified by the City of Austin as a minority or women-owned business enterprise (**MBE/WBE**), or if any of the entities are also **non-profit** organizations.

**Please also provide narrative information about the skills you or your development team members have in the following areas:**

- a. project management,
- b. market analysis,
- c. site selection and control,
- d. planning and construction,
- e. design, architecture and engineering,
- f. legal and accounting,
- g. federal funding rules and
- h. other funding source rules (e.g. Low Income Housing Tax Credits).

	<b>Name and Contact Information</b>	<b>MBE? (Mark X if Yes)</b>	<b>WBE? (Mark X if Yes)</b>	<b>Non- profit? (Mark X if Yes)</b>
Owner	<b>Frameworks Community Development Corporation, Inc.</b>			<b>X</b>
Developer	<b>N/A</b>			
Architect	<b>N/A</b>			
Engineer	<b>N/A</b>			
Construction Lender	<b>N/A</b>			
Other Lenders	<b>N/A</b>			
Attorney	<b>Kim Beckham</b>			
Accountant	<b>Millan &amp; Associates</b>			
General Contractor	<b>Ely Properties</b>			
Consultant (if Applicable)	<b>N/A</b>			
Property Management Provider	<b>Ely Properties</b>			
Other:	<b>Tejas Title</b>		<b>X</b>	

9. **Development Schedule.** Complete the grid below. You may re-order the steps according to the appropriate sequence for your project and to add in any other significant steps integral to your project's development. If the multiple properties are involved, provide a development schedule for each property.

	<b>DATE(S)</b>
Acquisition and/or holding	<b>Currently Owned</b>
Environmental and/or historic review (AHFC)	<b>N/A</b>
Securing and packaging project financing	<b>6/14/13</b>
Construction Specifications and Cost estimates	<b>5/25/13</b>
Construction Bids	<b>5/28/13</b>
Construction Start	<b>5 days from funding</b>
Anticipated Draws (list all)	<b>22 days from Funding</b>
End Construction	<b>20 DaysFrom</b>

	<b>funding</b>
Start of Rent-up	<b>Currently Rented</b>
Completion & Operation	<b>Currently Rented</b>

**10. Accessible and Adaptable Units.** Indicate the number of units proposed to be **accessible and adaptable** for persons with mobility, sight and hearing disabilities as required by RHDA Program Guidelines.

- \_\_\_\_\_ Units adaptable for persons with mobility disabilities
- 1**   Units accessible for persons with mobility disabilities
- \_\_\_\_\_ Units adaptable for persons with sight and hearing disabilities
- \_\_\_\_\_ Units accessible for persons with sight and hearing disabilities

**11. Developer Capacity.** Provide narrative information on recent, similar, and successful experience in affordable housing development. Include experience using multiple fund sources, managing affordable rental developments, and previous working history with the Austin Housing Finance Corporation.

**12. Detailed Project Budget.** Use the following table, or comparable format, to provide a complete project budget. Add line-items as necessary. If this project has already received funding from AHFC, indicate by line item the amounts from the prior award.

<b>DETAILED PROJECT BUDGET</b>				
	<b>Cost</b>	<b>Prior award of RHDA Funds (if any)</b>	<b>RHDA Funds Requested</b>	<b>Description or Comments</b>
<b>PREDEVELOPMENT</b>				
Appraisal				
Environmental Review				
Engineering				
Survey				
Architectural				
<b>TOTAL PREDEVELOPMENT</b>				
<b>ACQUISITION</b>				
Site and/or Land				
Structures				
Existing Mortgages	\$162,000	0		1 <sup>st</sup> mortgage Wells Fargo, 2 <sup>nd</sup> Mortgage People Fund
<b>TOTAL ACQUISITION</b>	\$162,000		\$162,000	
<b>CONSTRUCTION</b>				
	\$5,000		\$5,000	General Rehabilitation. Breakdown to be provided
Infrastructure				
Site work				
Demolition				
Concrete				
Masonry				
Rough carpentry				
Finish carpentry				
Waterproofing & Insulation				
Roofing & Sheet Metal				
Plumbing/Hot Water				
HVAC				
Electrical				
Doors/Windows/Glass				

Lath & Plaster/ Drywall & Acoustical				
Tile work				
Soft & Hard Floor				
Paint/Decorating/Blinds/Shades				
Specialties/Special Equipment				
Cabinetry/Appliances				
Carpet				
Other (Please specify)				
Construction Contingency				
<b>TOTAL CONSTRUCTION</b>	<b>\$5,000</b>		<b>\$5,000</b>	
<b>SOFT &amp; CARRYING COSTS</b>				
Legal				
Audit/Accounting				
Title/Recording	<b>\$2500</b>		<b>\$2500</b>	Title, Closing, Chain of Title
Architectural (Inspections)				
Construction Interest	<b>\$500</b>		<b>\$500</b>	
Construction Period Insurance				
Construction Period Taxes				
Relocation				
Marketing				
Davis-Bacon Monitoring				
Other: (Specify)				
<b>TOTAL PROJECT BUDGET</b>	<b>\$170,000</b>		<b>\$170,000</b>	

**13. Funds Proposal.** Provide the following information to facilitate financial review of the proposed project:

- a. **Sources and Uses of Funds** – Complete **Tables A (below) & B (on the following page)**, identifying all sources and uses of funds to implement project and include evidence of funds anticipated (financial statements, commitment letters, etc.).

<b>TABLE A: SOURCES OF FUNDS SUMMARY</b>					<b>Intended Use of Funds (Predevelopment, Acquisition, Construction, Soft Costs)</b>
	Term	Interest Rate	Amount	Evidence (Deed, Sales Contract)	
Owner Equity					
Private Financing (List Lenders)					
Other Sources (List Below)					
<b>Proposed RHDA Funds</b>	<b>30 year</b>	<b>0%</b>	<b>\$170000</b>	<b>Currently Ow</b>	
<b>TOTAL</b>					

<b>TABLE B: USES OF FUNDS SUMMARY</b>		
	Total Cost	Cost/Unit

Predevelopment		
Acquisition		
Hard Costs	\$5,000	\$1,667
Soft & Carrying Costs	\$3,000	\$500
Other Costs (Refinance)	\$162,000	\$54,000
<b>Total Project Costs</b>	<b>\$170,000</b>	<b>\$56167</b>

b. **Leveraging** – Complete **Table C (below)**. Include evidence of other funds leveraged by AHFC funds to implement the project such as owner equity and commitments from private and/or other public resources.

<b>TABLE C: LEVERAGE SUMMARY</b>	
<b>TOTAL RHDA FUNDS</b>	<b>\$170,000</b>
<b>TOTAL OTHER FUNDS</b>	<b>N/A</b>
<b>LEVERAGE (%)</b>	<b>0</b>

c. **Operating Proforma** – In a format comparable to Table D below, prepare a minimum twenty (20) year financial Operating Proforma which realistically reflects the operation of the project relative to current and anticipated revenues, expenses and debt. The Proforma must indicate the anticipated debt coverage ratio (DCR) calculated as follows: net operating income (NOI)/debt service (DS) = DCR. For projects that will not carry debt, use the number “1” as the denominator in the equation.

<b>TABLE D: OPERATING PROFORMA</b>			
<b>Unit Size (BR/BA)</b>	<b>Number of Units</b>	<b>Monthly Rental Income</b>	<b>Annual Rental Income</b>
2/2	3	\$1950	\$23400
<b>FULL OCCUPANCY ANNUAL INCOME</b>			<b>\$23,400</b>
<b>Less Vacancy Loss (Indicate % and Amount of Loss)</b>			<b>5%, \$1,170</b>
<b>GROSS ANNUAL INCOME</b>			<b>\$22,230</b>

<b>Inflation Factor - Income</b>	<b>4%</b>
<b>Inflation Factor - Expense</b>	<b>4%</b>

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
<b>Gross Annual Income</b>	<b>22230</b>	<b>23119</b>	<b>24043</b>	<b>25005</b>	<b>26006</b>
<b>EXPENSES</b>					
Utilities	300	312	324	337	350
Insurance	1200	1199	1247	1297	1349
Maintenance/Repair	1500	1560	1622	1687	1755
Property Taxes	3000	3120	3245	3375	3510
Management	1500	1560	1622	1687	1755
Marketing	200	210	220	230	245
Maintenance Reserve	1500	1560	1622	1687	1755
Other (specify) <b>HOA</b>	<b>7000</b>	<b>7280</b>	<b>7571</b>	<b>7874</b>	<b>8189</b>

Other (specify)					
<b>TOTAL EXPENSES</b>	<b>16200</b>	<b>16520</b>	<b>17181</b>	<b>17868</b>	<b>18583</b>
<b>NET OPERATING INCOME (NOI)</b>	<b>7200</b>	<b>7488</b>	<b>7787</b>	<b>8098</b>	<b>8422</b>
<b>Sources of Funds &amp; Debt Service</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>TOTAL ANNUAL Debt Service (DS)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Cash-flow after Debt Serv (CF = NOI - DS)</b>	<b>7200</b>				
<b>Debt Coverage Ratio (DCR = NOI/DS)</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

**14. Good Neighbor Policy.** Please refer to the City’s Good Neighbor Guidelines and demonstrate compliance with the Good Neighbor Policy by completing the Good Neighbor Checklist and providing the documentation requested.

**15. Description of Supportive Services.** If supportive services are NOT to be provided, please stop here. For all other projects, if supportive services are to be provided to residents, provide a description of the services that includes the following information:

- a. A description of the supportive services to be provided to residents and/or clients.
- b. The number and types of residents/clients expected to be served annually.
- c. Describe the developer’s experience and qualifications in providing the services to be offered.
- d. If services are not provided by the developer of the project, include a description of the organization(s) providing the services and a memorandum of understanding or some other type of agreement that indicates the relationship between the developer and service provider.
- d. Provide resumes of key personnel who will be actively involved in the delivery of services. Resumes should include information about certifications, licenses, years of experience, and education.
- f. Demonstrate financial capacity to provide support services and/or operate a supportive services program by providing the following information:
  - 1. Sources of Funds: Identify sources and amounts of funds that will be or are expected to be utilized to provide supportive services.
  - 2. Budget: Include a supportive services budget which reflects current and anticipated funding and expenses associated with the provision of services for three (3) years.

**ATTENTION:**

**Please submit with the Application a completed “self-evaluation” using the following Scoring Criteria.**

**RHDA PROGRAM  
SCORING CRITERIA**

Applications received will be reviewed and evaluated according to the following criteria:

**REQUIRED INFORMATION:**

- |  |                                      |
|--|--------------------------------------|
| 1. Applicant Information _____           | 10. Accessible/Adaptable Units _____ |
| 2a. Non-profit List of Items _____<br>OR | 11. Experience/Qualifications _____  |
| 2b. For-profit List of Items _____       | 12. Project Budget _____             |
| 3. Project Description _____             | 13. Funds Proposal:                  |
| 4. Site Control/Value _____              | a. Sources _____                     |
| 5. Zoning _____                          | b. Uses _____                        |
| 6. S.M.A.R.T. Housing _____              | c. Leveraging _____                  |
| 7. Development Team _____                | d. Operating Proforma _____          |
| 8. Development Schedule _____            | 14. Good Neighbor Checklist _____    |
| 9. Developer Capacity _____              |                                      |

**EVALUATION CRITERIA:**

Applications for proposed projects will be reviewed and scored on a competitive basis per the evaluation criteria below. Applications must receive a minimum score of **150** points out of a maximum score of **225** points. PLEASE NOTE: A score above the minimum score does not guarantee funding.

1. **DEVELOPER EXPERIENCE AND QUALIFICATIONS** (maximum 15 points) 15
  - 15 points:** Developer has recent, similar, and successful completion of a development similar in size and scope with income-restricted units.
  - 10 points:** Developer has recent, similar, and successful completion of a development **smaller** in size and scope with income-restricted units.
  - 8 points:** Consultant directly involved who has successfully completed a development similar in size and scope with income-restricted units.
  - 5 points:** Developer has recent, similar, and successful completion of a development similar in size and scope **without** income-restricted units
  
2. **SOURCES & USES OF FUNDS** (maximum 10 points) 10
  - 10 points:** All sources and uses of funds are clearly indicated and sufficient evidence of funding availability and/or commitments are included.
  - 5 points:** All sources and uses of fund are clearly indicated, but evidence of funding availability or commitments are incomplete.
  
3. **DEBT COVERAGE RATIO** (maximum 10 points)       
  - 10 points:** DCR of 1.25 or greater
  - 6 points:** DCR between 1.21 - 1.24
  - 4 points:** DCR between 1.15 - 1.20

4. **LEVERAGE** (maximum 10 points) 0

RHDA Program funding (prior and current) relative to Total Project Costs equals:

- 10 points:** 25% or less
- 8 points:** 26% - 30%
- 6 points:** 31% - 35%
- 4 points:** 36% - 50%
- 0 points:** 51% or greater

5. **AFFORDABLE UNITS** (maximum 25 points) 25

If development has a mix of 30%, 40%, and/or 50% MFI units, add the results for the percentage of units in each income category up to the maximum of 25 points. If the project has a percentage of units in a given income category that is not an exact multiple of ten as shown in the chart, please round up to the next multiple of 10 and use that point value.

<b>% of G.O. Bond-assisted Units in Total Project</b>										
<u>% MFI</u>	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
<b>50%</b>	3	5	7	9	11	13	15	17	19	25
<b>40%</b>	5	7	9	11	13	15	17	19	21	25
<b>30%</b>	7	9	11	13	15	17	19	23	24	25

6. **RHDA COST PER UNIT** in \$1,000s (maximum 10 points) 2

- |                  |                   |                    |
|------------------|-------------------|--------------------|
|                  | <u>Multi-Unit</u> | <u>Single-Unit</u> |
|                  | <u>Structures</u> | <u>Structures</u>  |
| <b>10 points</b> | <\$40/unit        | <\$40/unit         |
| <b>8 points</b>  | <\$45/unit        | <\$50/unit         |
| <b>6 points</b>  | <\$50/unit        | <\$60/unit         |
| <b>4 points</b>  | <\$55/unit        | <\$70/unit         |
| <b>2 points</b>  | <\$60/unit        | <\$80/unit         |

7. **TRANSITIONAL HOUSING** (10 points) 0

**10 points:** Project will be developed and operated as transitional housing.

8. **PERMANENT SUPPORTIVE HOUSING (PSH)** (maximum 20 points) 0

- 20 points:** Project will reserve units for PSH for the following populations:
- Chronically Homeless as established in the HEARTH Act (24 CFR Part 577)
  - Have been in an institution for over 90 days
  - Unaccompanied youth or families with children defined as homeless under other federal statutes
  - Youth "aging out" of state custody or the foster care or the juvenile probation system

**10 points:** Project will reserve units for PSH for populations other than those listed above.

9. **GEOGRAPHIC DISPERSION** (maximum 25 points) 20

Project is located in an area identified according to the Kirwan Institute's Opportunity Map of Austin (Map #2) as having greater opportunity for low-income households.

- 25 points:** Very High priority area
- 20 points:** High priority area
- 15 points:** Moderate priority area

**10 points:** Low priority area  
**5 points:** Very Low priority area

10. **PRIORITY LOCATION** (10 points) 10

**10 points:** Project is located in a Vertical Mixed-Use (VMU) Corridor, or is a Planned-Unit Development (PUD) or Transit Oriented Development (TOD).

11. **PRESERVATION OF AFFORDABLE UNITS** (10 points) 10

**10 points:** Project is the rehabilitation and preservation of existing affordable housing units, or new units are being constructed to replace existing affordable units at the same location on a one-to-one replacement basis or a greater than one-to-one replacement basis.

12. **AFFORDABILITY PERIOD** (25 points) 25

**25 points:** Affordability of project is for 99-years.

13. **PROJECT READINESS** (maximum 10 points) 10

**New construction**

**2 points each; maximum 10 points**

- The project meets the normal eligibility requirements under the existing program guidelines.
- The property is already owned by the developer.
- The project has completed all necessary design work and received site plan approval.
- All environmental reviews have been completed.
- The project has firm commitments from all financing sources.

**Acquisition and Rehab**

**2 points each; maximum 10 points**

- The project meets the normal eligibility requirements under the existing program guidelines
- All environmental reviews have been completed.
- The project has firm commitments from all financing sources.
- A General Contractor has been selected.
- Closing on the acquisition of the property can be achieved in less than 30 days.

**Acquisition of Completed Units**

**2.5 points each; maximum 10 points** (A total score of 2.5 points will be rounded to 3; a total score of 7.5 points will be rounded to 8.)

- The project meets the normal eligibility requirements under the existing program guidelines
- All environmental reviews have been completed.
- The project has firm commitments from all financing sources.
- Closing on the acquisition of the property can be achieved in less than 30 days.

14. **PROPERTY MANAGEMENT** (maximum 10 points) 10

**10 points:** Designated Property Management Entity has documented track record of success managing income-restricted properties of similar size and/or similar unit counts, and has the capacity to take on management of the proposed project.

**8 points:** Designated Property Management Entity has a documented track record of success managing income- restricted properties of smaller size and/or fewer units, and has the capacity to take on management of the proposed project.

**4 points:** Designated Property Management Entity has a documented track record of successful property management experience and has the capacity to take on management of the proposed project, but has not managed an income-restricted property.

15. **SUPPORTIVE SERVICES** (maximum 15 points)     0    

**15 points:**

- a. The developer has secured written agreements with organizations that will provide resident services, or has experienced and qualified staff (7 or more years of experience) able to provide the same services.
- b. Funds have been identified for the operation of resident services programs.
- c. A 3-year operating budget for the operation of the resident services programs is provided.

**10 points:**

- a. The developer has secured letters of intent from organizations that intend to provide resident services, or has experienced and qualified staff (3 to 6 years of experience) able to provide the same services.
- b. Funds have been identified for the operation of the resident services programs.
- c. A 3-year operating budget for the operation of the resident services programs is provided.

**5 points:**

- a. The developer has experienced and qualified staff (1 to 2 years of experience) able to provide the same resident services.
- b. Funds have been identified for the operation of the resident services programs.
- c. A 3-year operating budget for the operation of the resident services programs is provided.

16. **MBE/WBE PROJECT PARTICIPATION** (5 points)     5    

**5 points:** Development Team includes registered City of Austin minority- or women-owned business enterprises (M/WBE).

17. **PARTNERSHIP WITH OTHER NON-PROFIT ENTITIES** (5 points)     5    

**5 points:** Applicant provides evidence of commitment from another certified non-profit organization to partner on the project in some way.

**TOTAL SCORE** \_\_\_\_\_