



Federal Home Loan Bank
NEW YORK



Affordable Housing Program General Fund Overview of the Owner Project Workbook



Federal Home Loan Bank
NEW YORK

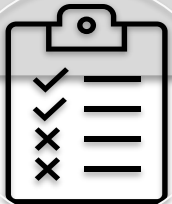


Programa de Vivienda Asequible Fondo General Resumen del Cuaderno del Proyecto del Propietario

Overview of the Owner Project Workbook

1

Overview &
System
Requirements



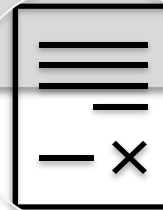
2

Owner Project
Workbook
AHPAPP-104



3

Supporting
Documentation



4

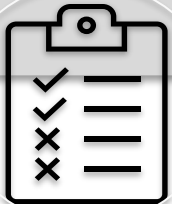
Questions



Resumen del Cuaderno del Proyecto del Propietario

1

*Resumen y
Requisitos del
Sistema*



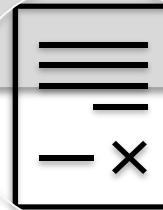
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*Cuaderno del
Proyecto del
Propietario
AHPAPP-104*



3

*Documentación
de Apoyo*



4

Preguntas



Overview & System Requirements

- The Owner Project Workbook (OPW) is one of the key components of the application package which provides a detailed snapshot of the project's financial structure.
- This year, the OPW will be accessible in the AHP System and must be uploaded to the system as part of the application package. For steps on how to enroll in the AHP System and the application submission process, see the [FHLBNY website](#).
- The template can be downloaded directly from the AHP System. Once downloaded, the user can begin filling out the OPW.
- Completing the OPW requires Microsoft Excel 2007 (or later) to be installed on the user's machine. The workbook should be saved as AHP Owner Project Workbook (workbook.xlsx).

2024 AHP General Fund Round Key Dates and Parameters

- The round will launch on April 22, 2024, with \$70,819,534 in available funds.
- Application submission deadline will be 5:00 p.m. EST on May 31, 2024.
- The maximum AHP subsidy granted per AHP-assisted unit is limited to \$60,000 per unit.
- The maximum AHP subsidy granted to any one project is limited to \$2,000,000.

Resumen y Requisitos del Sistema

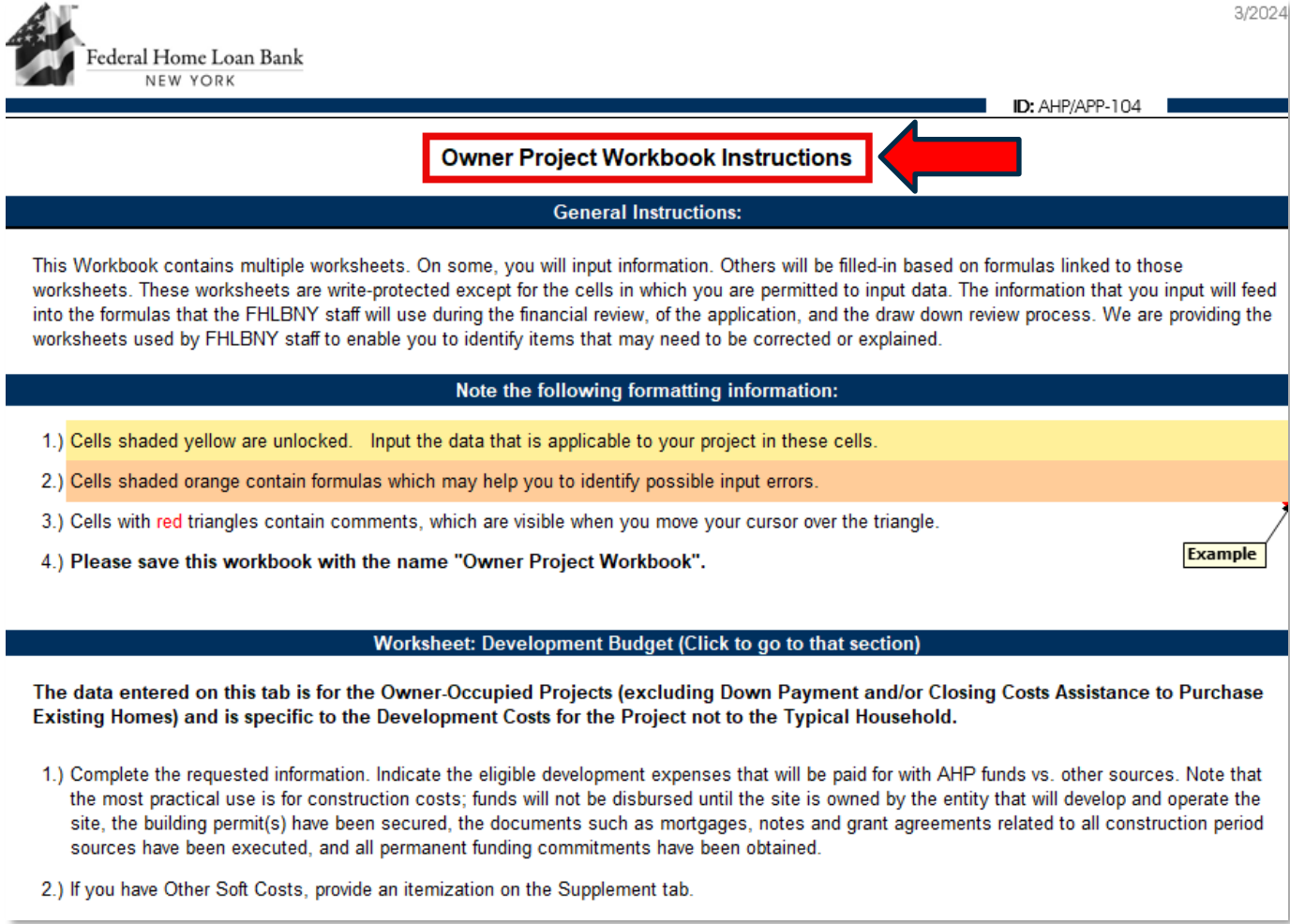
- El Cuaderno del Proyecto del Propietario (OPW, por sus siglas en inglés) es uno de los componentes clave del paquete de solicitud que proporciona una instantánea detallada de la estructura financiera del proyecto.
- Este año, el OPW estará accesible en el Sistema AHP y debe cargarse en el sistema como parte del paquete de solicitud. Para conocer los pasos sobre cómo inscribirse en el Sistema AHP y el proceso de presentación de la solicitud, consulte el sitio [web de FHLBNY](#).
- La plantilla se puede descargar directamente desde el Sistema AHP. Una vez descargado, el usuario puede comenzar a completar el OPW.
- Para completar el OPW se requiere que Microsoft Excel 2007 (o posterior) esté instalado en la máquina del usuario. El cuaderno debe guardarse como "AHP Owner Project Workbook (workbook.xlsx)".

Ronda del Fondo General AHP 2024 **Fechas Clave y Parámetros**

- La ronda se lanzará el 22 de abril de 2024, con \$70,819,534 en fondos disponibles.
- La fecha límite de presentación de solicitudes será a las 5:00 p.m. EST del 31 de mayo de 2024.
- El subsidio máximo de AHP otorgado por unidad asistida por AHP está limitado a \$60,000 por unidad.
- El subsidio máximo de AHP otorgado a cualquier proyecto está limitado a \$2,000,000.

Owner Project Workbook

The Owner Project Workbook illustrates the project's development and operating financial feasibility.



The screenshot shows the top portion of a document. At the top left is the logo for the Federal Home Loan Bank of New York. To the right of the logo is the text "Federal Home Loan Bank NEW YORK". In the top right corner, the date "3/2024" is visible. Below the logo and date is a dark blue horizontal bar containing the ID "ID: AHP/APP-104". Below this bar is a white box with a red border containing the text "Owner Project Workbook Instructions" and a red arrow pointing to the left. Below this is another dark blue horizontal bar with the text "General Instructions:". The main body of the page contains a paragraph of text explaining the workbook's structure and purpose. Below this is a dark blue horizontal bar with the text "Note the following formatting information:". This is followed by a list of four numbered items. The first item is highlighted in yellow, the second in orange, and the third in light blue. The fourth item is "Please save this workbook with the name 'Owner Project Workbook'." and has a small box labeled "Example" next to it. Below the list is a dark blue horizontal bar with the text "Worksheet: Development Budget (Click to go to that section)". The final section contains a paragraph of text and a list of two numbered items.

Federal Home Loan Bank
NEW YORK

3/2024

ID: AHP/APP-104

Owner Project Workbook Instructions

General Instructions:

This Workbook contains multiple worksheets. On some, you will input information. Others will be filled-in based on formulas linked to those worksheets. These worksheets are write-protected except for the cells in which you are permitted to input data. The information that you input will feed into the formulas that the FHLBNY staff will use during the financial review, of the application, and the draw down review process. We are providing the worksheets used by FHLBNY staff to enable you to identify items that may need to be corrected or explained.

Note the following formatting information:

- 1.) Cells shaded yellow are unlocked. Input the data that is applicable to your project in these cells.
- 2.) Cells shaded orange contain formulas which may help you to identify possible input errors.
- 3.) Cells with red triangles contain comments, which are visible when you move your cursor over the triangle.
- 4.) Please save this workbook with the name "Owner Project Workbook".

Worksheet: Development Budget (Click to go to that section)

The data entered on this tab is for the Owner-Occupied Projects (excluding Down Payment and/or Closing Costs Assistance to Purchase Existing Homes) and is specific to the Development Costs for the Project not to the Typical Household.

- 1.) Complete the requested information. Indicate the eligible development expenses that will be paid for with AHP funds vs. other sources. Note that the most practical use is for construction costs; funds will not be disbursed until the site is owned by the entity that will develop and operate the site, the building permit(s) have been secured, the documents such as mortgages, notes and grant agreements related to all construction period sources have been executed, and all permanent funding commitments have been obtained.
- 2.) If you have Other Soft Costs, provide an itemization on the Supplement tab.

Cuaderno del Proyecto del Propietario

El Cuaderno del Proyecto del Propietario ilustra la viabilidad financiera del desarrollo y operación del proyecto.

3/2024

Federal Home Loan Bank
NEW YORK

ID: AHP/APP-104

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Example

Worksheet: Development Budget (Click to go to that section)

The data entered on this tab is for the Owner-Occupied Projects (excluding Down Payment and/or Closing Costs Assistance to Purchase Existing Homes) and is specific to the Development Costs for the Project not to the Typical Household.


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- 2.) If you have Other Soft Costs, provide an itemization on the Supplement tab.

Owner Project Workbook (Instructions)

This section provides an overview of each worksheet and how to complete the requested information.

- Users should input information into cells shaded yellow.
- The cells shaded in orange provide formulas to recognize possible input errors.
- Red triangles contain comments to assist in completing the workbook.

3/2024

 Federal Home Loan Bank
NEW YORK

ID: AHP/APP-104

Owner Project Workbook Instructions

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Note the following formatting information:

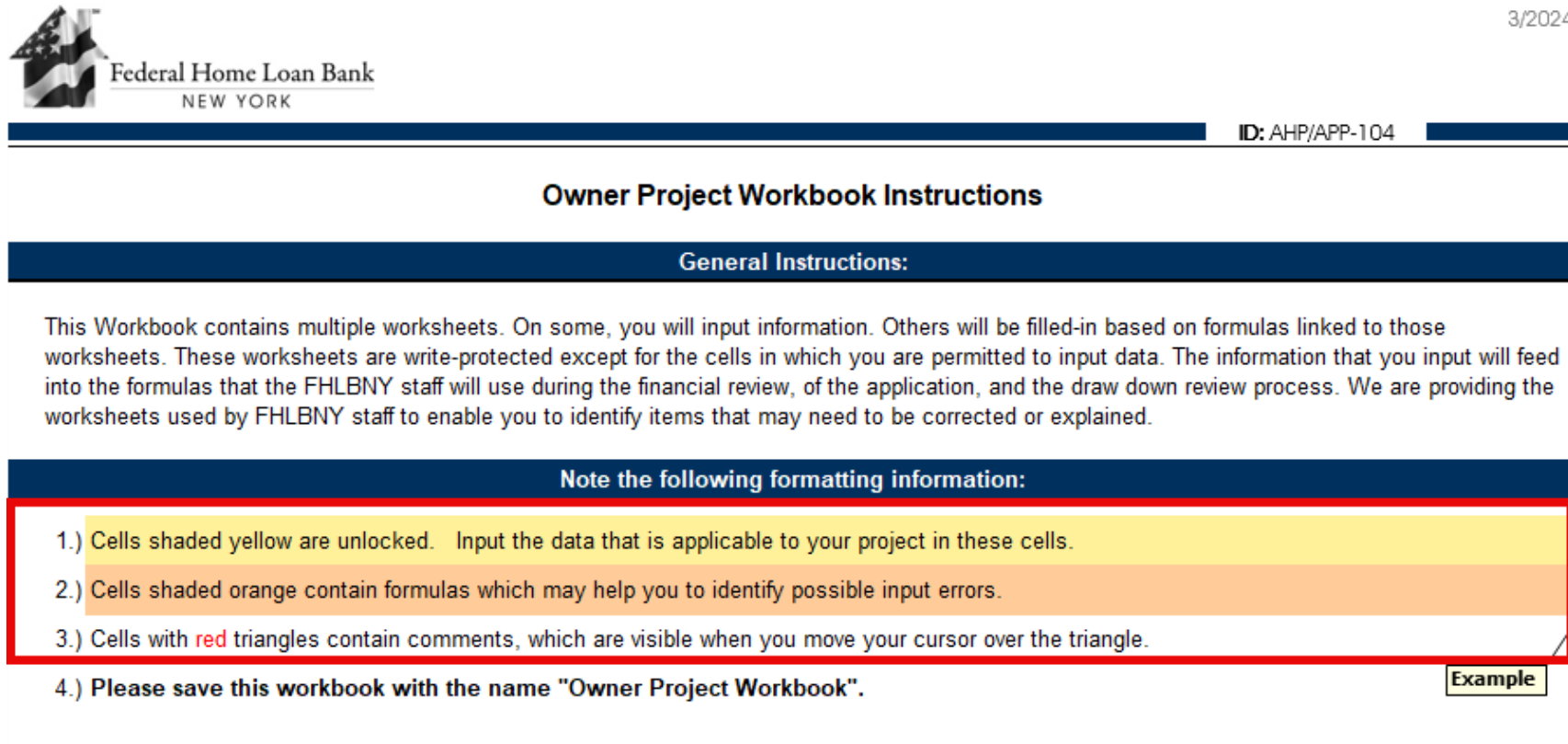
- 1.) Cells shaded yellow are unlocked. Input the data that is applicable to your project in these cells.
- 2.) Cells shaded orange contain formulas which may help you to identify possible input errors.
- 3.) Cells with red triangles contain comments, which are visible when you move your cursor over the triangle.
- 4.) Please save this workbook with the name "Owner Project Workbook".

Example


Instrucciones para el Cuaderno del Proyecto del Propietario

Esta sección proporciona una descripción general de cada hoja de cálculo y cómo completar la información solicitada.

- Los usuarios deben ingresar información en las celdas sombreadas en amarillo.
- Las celdas sombreadas en naranja contienen fórmulas para detectar posibles errores de entrada.
- Los triángulos rojos contienen comentarios para ayudar en el completado del cuaderno.



3/2024

 Federal Home Loan Bank
NEW YORK

ID: AHP/APP-104

Owner Project Workbook Instructions

General Instructions:

This Workbook contains multiple worksheets. On some, you will input information. Others will be filled-in based on formulas linked to those worksheets. These worksheets are write-protected except for the cells in which you are permitted to input data. The information that you input will feed into the formulas that the FHLBNY staff will use during the financial review, of the application, and the draw down review process. We are providing the worksheets used by FHLBNY staff to enable you to identify items that may need to be corrected or explained.

Note the following formatting information:

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- 2.) Cells shaded orange contain formulas which may help you to identify possible input errors.
- 3.) Cells with red triangles contain comments, which are visible when you move your cursor over the triangle.
- 4.) Please save this workbook with the name "Owner Project Workbook".

Example



PROJECT DESCRIPTION



DESCRIPCIÓN DEL PROYECTO

Project Description

- In this section, applicants will provide information related to the project's location, project site(s) and development team.
- Upload any supporting documentation as an attachment in the Project Workbook section of the application in the AHP System.

The screenshot shows the 'Project Description' section of the application. At the top left is the Federal Home Loan Bank New York logo. At the top right is the date '3/2024' and the ID 'ID: AHP/APP-104'. The main heading is 'PROJECT DESCRIPTION'. Below this is an 'Instructions' box: 'Instructions: Complete the following questions below and upload any relevant documentation to the AHP System.' The form includes several input fields: 'Project Name', 'Project Type', 'Population(s) Served', 'City, County', and 'State/Territory'. Below these is a section titled '1.) Development Team' with a table of roles and corresponding input fields: Sponsor, Architect, General Contractor, Developer, Consultant, and Member. A second section, '2.) For project with scattered sites, please answer the following:', contains a sub-instruction: 'a.) If the project involves more than one (1) site, a map/survey should be provided in PDF format to demonstrate the proximity of the sites and the unit layout; please identify in the box below the name of the documentation provided.' Below this is a large yellow input box. At the bottom is a navigation bar with tabs: 'OPW Instructions', 'Project Description' (highlighted with a red box and a red arrow pointing to it), 'Attachment', 'Source of Funds', 'Targeting', 'Market', 'Results', and 'Financial Narrative'.

Descripción del Proyecto

- En esta sección, los solicitantes proporcionarán información relacionada con la ubicación del proyecto, el (los) sitio(s) del proyecto y el equipo de desarrollo.
- Suba cualquier documentación de apoyo como un archivo adjunto en la sección de Cuaderno del Proyecto en la solicitud en el Sistema AHP.

The screenshot shows the 'PROJECT DESCRIPTION' section of the AHP System. At the top left is the Federal Home Loan Bank New York logo, and at the top right is the date 3/2024 and the ID: AHP/APP-104. The form is titled 'PROJECT DESCRIPTION' and contains the following sections:

- Instructions:** Complete the following questions below and upload any relevant documentation to the AHP System.
- Project Name:** [Text input field]
- Project Type:** [Text input field]
- Population(s) Served:** [Text input field]
- City, County:** [Text input field]
- State/Territory:** [Text input field]
- 1.) Development Team:** A table with roles and corresponding text input fields:

Sponsor	[Text input field]
Architect	[Text input field]
General Contractor	[Text input field]
Developer	[Text input field]
Consultant	[Text input field]
Member	[Text input field]
- 2.) For project with scattered sites, please answer the following:**
 - a.) If the project involves more than one (1) site, a map/survey should be provided in PDF format to demonstrate the proximity of the sites and the unit layout, please identify in the box below the name of the documentation provided.

At the bottom, a navigation bar shows 'Project Description' highlighted with a red box and a red arrow pointing to it from the right. Other navigation items include 'OPW Instructions', 'Source of Funds', 'Targeting', 'Market', 'Results', and 'Financial Narrative'.



DEVELOPMENT BUDGET





PRESUPUESTO DE DESARROLLO



Development Budget

This worksheet contains the Development Budget that provides a breakdown of the Total Project Costs.

- AHP column should reflect the expenses to be covered by AHP subsidy.
- Supporting documentation may be required for acquisition costs and construction costs.

INSTRUCTIONS Project Name: _____

	AHP	Other Sources	Total
Acquisition			
Land	\$0	\$0	\$0
Structures	\$0	\$0	\$0
TOTAL ACQUISITION	\$0	\$0	\$0
Soft Costs			
Appraisals		\$0	\$0
Architecture Fees	\$0	\$0	\$0
Closing Costs	\$0	\$0	\$0
Engineering Fees	\$0	\$0	\$0
Environmental Fees	\$0	\$0	\$0
Housing Consultant			\$0
Insurances		\$0	\$0
Interim Interest		\$0	\$0
Lender & Funder Fees		\$0	\$0
Legal Fees	\$0	\$0	\$0
Marketing		\$0	\$0
Permits		\$0	\$0
Planning & Zoning		\$0	\$0
Relocation Expenses		\$0	\$0
Security		\$0	\$0
Sewer & Water		\$0	\$0
Survey		\$0	\$0
Taxes		\$0	\$0
Title & Recording		\$0	\$0
Utilities		\$0	\$0
Warranty		\$0	\$0
Other (specify on Supplement Tab)		\$0	\$0
TOTAL SOFT COSTS	\$0	\$0	\$0
Construction /			
TOTAL CONSTRUCTION	\$0	\$0	\$0
Hard Cost Contingency		\$0	\$0
Soft Cost Contingency		\$0	\$0
Developers Fee	\$0	\$0	\$0
TOTAL PROJECT COSTS	\$0	\$0	\$0

Presupuesto de Desarrollo

Esta hoja de cálculo contiene el Presupuesto de Desarrollo que proporciona un desglose de los Costos Totales del Proyecto.

- La columna de AHP debe reflejar los gastos que serán cubiertos por el subsidio de AHP.
- Se puede requerir documentación de respaldo para los costos de adquisición y los costos de construcción.

INSTRUCTIONS Project Name: _____

	AHP	Other Sources	Total
Acquisition			
Land	\$0	\$0	\$0
Structures	\$0	\$0	\$0
TOTAL ACQUISITION	\$0	\$0	\$0
Soft Costs			
Appraisals		\$0	\$0
Architecture Fees	\$0	\$0	\$0
Closing Costs	\$0	\$0	\$0
Engineering Fees	\$0	\$0	\$0
Environmental Fees	\$0	\$0	\$0
Housing Consultant			\$0
Insurances		\$0	\$0
Interim Interest		\$0	\$0
Lender & Funder Fees		\$0	\$0
Legal Fees	\$0	\$0	\$0
Marketing		\$0	\$0
Permits		\$0	\$0
Planning & Zoning		\$0	\$0
Relocation Expenses		\$0	\$0
Security		\$0	\$0
Sewer & Water		\$0	\$0
Survey		\$0	\$0
Taxes		\$0	\$0
Title & Recording		\$0	\$0
Utilities		\$0	\$0
Warranty		\$0	\$0
Other (specify on Supplement Tab)		\$0	\$0
TOTAL SOFT COSTS	\$0	\$0	\$0
Construction /			
TOTAL CONSTRUCTION	\$0	\$0	\$0
Hard Cost Contingency		\$0	\$0
Soft Cost Contingency		\$0	\$0
Developers Fee	\$0	\$0	\$0
TOTAL PROJECT COSTS	\$0	\$0	\$0

Development Budget

- For any soft costs that are not captured by one of the listed line items, provide the sum of those costs on the "Other" soft costs line-item. Additional information will be requested on the "Supplement" worksheet.

INSTRUCTIONS		Project Name: _____	
	AHP	Other Sources	Total
Acquisition			
Land	\$0	\$0	\$0
Structures	\$0	\$0	\$0
TOTAL ACQUISITION	\$0	\$0	\$0
Soft Costs			
Appraisals		\$0	\$0
Architecture Fees	\$0	\$0	\$0
Closing Costs	\$0	\$0	\$0
Engineering Fees	\$0	\$0	\$0
Environmental Fees	\$0	\$0	\$0
Housing Consultant			\$0
Insurances		\$0	\$0
Interim Interest		\$0	\$0
Lender & Funder Fees		\$0	\$0
Legal Fees	\$0	\$0	\$0
Marketing		\$0	\$0
Permits		\$0	\$0
Planning & Zoning		\$0	\$0
Relocation Expenses		\$0	\$0
Security		\$0	\$0
Sewer & Water		\$0	\$0
Survey		\$0	\$0
Taxes		\$0	\$0
Title & Recording		\$0	\$0
Utilities		\$0	\$0
Warranty		\$0	\$0
Other (specify on Supplement Tab)		\$0	\$0
TOTAL SOFT COSTS	\$0	\$0	\$0
Construction /			
TOTAL CONSTRUCTION	\$0	\$0	\$0
Hard Cost Contingency		\$0	\$0
Soft Cost Contingency		\$0	\$0
Developers Fee	\$0	\$0	\$0
TOTAL PROJECT COSTS	\$0	\$0	\$0



Presupuesto de Desarrollo

- Para cualquier costo indirecto que no esté incluido en uno de los conceptos de línea enumerados, proporcione la suma de esos costos en la línea de "Otros" costos indirectos. Se solicitará información adicional en la hoja de cálculo "Suplemento".

INSTRUCTIONS		Project Name:	
	AHP	Other Sources	Total
Acquisition			
Land	\$0	\$0	\$0
Structures	\$0	\$0	\$0
TOTAL ACQUISITION	\$0	\$0	\$0
Soft Costs			
Appraisals		\$0	\$0
Architecture Fees	\$0	\$0	\$0
Closing Costs	\$0	\$0	\$0
Engineering Fees	\$0	\$0	\$0
Environmental Fees	\$0	\$0	\$0
Housing Consultant			\$0
Insurances		\$0	\$0
Interim Interest		\$0	\$0
Lender & Funder Fees		\$0	\$0
Legal Fees	\$0	\$0	\$0
Marketing		\$0	\$0
Permits		\$0	\$0
Planning & Zoning		\$0	\$0
Relocation Expenses		\$0	\$0
Security		\$0	\$0
Sewer & Water		\$0	\$0
Survey		\$0	\$0
Taxes		\$0	\$0
Title & Recording		\$0	\$0
Utilities		\$0	\$0
Warranty		\$0	\$0
Other (specify on Supplement Tab)		\$0	\$0
TOTAL SOFT COSTS	\$0	\$0	\$0
Construction /			
TOTAL CONSTRUCTION	\$0	\$0	\$0
Hard Cost Contingency		\$0	\$0
Soft Cost Contingency		\$0	\$0
Developers Fee	\$0	\$0	\$0
TOTAL PROJECT COSTS	\$0	\$0	\$0





SUPPLEMENT





SUPLEMENTO



Supplement

This worksheet is a supplement to the Development Budget.

- If an amount was entered on the "Other" line item within the Soft Costs or Working Capital Costs in the Development Budget, provide an itemized breakdown of that expense along with a corresponding description and any applicable explanations.
- If the total amount inputted within the chart for Soft Costs does not match the amount inputted in the corresponding "Other" line item in the Development Budget, the orange boxes will show the difference in value.

"Other" Soft Cost(s)			
	Description	Amount	Explanation
1		\$0	
2		\$0	
3		\$0	
4		\$0	
5		\$0	
6		\$0	
		\$0.00	
		\$0.00	

Contractor's Profit	
Contractor's Overhead	
General Requirements	
Other	

Profit Overhead and General Requirements	\$0
--	-----

Commercial Construction Costs	\$0
-------------------------------	-----

Suplemento

Esta hoja de cálculo es un suplemento al Presupuesto de Desarrollo.

- Si se ingresó un monto en la línea de "Otros" dentro de los Costos Indirectos o Costos de Capital de Trabajo en el Presupuesto de Desarrollo, proporcione un desglose detallado de ese gasto junto con una descripción correspondiente y cualquier explicación aplicable.
- Si el monto total ingresado en el gráfico para Costos Indirectos no coincide con el monto ingresado en la línea de "Otros" correspondiente en el Presupuesto de Desarrollo, las cajas naranjas mostrarán la diferencia de valor.

"Other" Soft Cost(s)		
Description	Amount	Explanation
1	\$0	
2	\$0	
3	\$0	
4	\$0	
5	\$0	
6	\$0	
	\$0.00	
	\$0.00	

Contractor's Profit	
Contractor's Overhead	
General Requirements	
Other	

Profit Overhead and General Requirements	\$0
--	-----

Commercial Construction Costs	\$0
-------------------------------	-----

Supplement


- Provide the Contractor's Profit, Overhead and General Requirements identified on the Project Construction Form.
- Provide any commercial construction costs included in the scope of the project.

"Other" Soft Cost(s)		
Description	Amount	Explanation
1	\$0	
2	\$0	
3	\$0	
4	\$0	
5	\$0	
6	\$0	
	\$0.00	
	\$0.00	

Contractor's Profit	
Contractor's Overhead	
General Requirements	
Other	

Profit Overhead and General Requirements	\$0
--	-----

Commercial Construction Costs	\$0
-------------------------------	-----



Suplemento

- *Proporcione la Ganancia del Contratista, Gastos Generales y Requisitos Generales identificados en el Formulario de Construcción del Proyecto.*
- *Proporcione cualquier costo de construcción comercial incluido en el alcance del proyecto.*

"Other" Soft Cost(s)			
	Description	Amount	Explanation
1		\$0	
2		\$0	
3		\$0	
4		\$0	
5		\$0	
6		\$0	
		\$0.00	
		\$0.00	

Contractor's Profit	
Contractor's Overhead	
General Requirements	
Other	

←

Profit Overhead and General Requirements	\$0
---	-----

Commercial Construction Costs	\$0
--------------------------------------	-----

←



SOURCE OF FUNDS





ORIGEN DE LOS FONDOS

Source of Funds



For the Development				Section 1A: Status of Permanent Financing			
Section 1: Financing Details							
Select Funding Source Type	Program or Funder Name	Construction Amount	Permanent Amount	Committed Amount	Status	Non-Committed Amount	Total
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
Sub-Total		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Affordable Housing Program		\$0.00	\$0.00	0%			
TOTAL		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00

In Section 1, we require an itemization of the funding sources that will be used to finance the development of the Project and the corresponding amounts.

- First, select the funding source type
- Then, provide the name of said source
- Next, enter the amount of construction and permanent funding that the source will provide

Origen de los Fondos



For the Development				Section 1A: Status of Permanent Financing			
Section 1: Financing Details							
Select Funding Source Type	Program or Funder Name	Construction Amount	Permanent Amount	Committed Amount	Status	Non-Committed Amount	Total
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
Sub-Total		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Affordable Housing Program		\$0.00	\$0.00	0%			
TOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

En la Sección 1, requerimos una desglose de las fuentes de financiamiento que se utilizarán para financiar el desarrollo del Proyecto y los montos correspondientes.

- Primero, seleccione el tipo de fuente de financiamiento.
- Luego, proporcione el nombre de dicha fuente.
- A continuación, ingrese el monto de financiamiento de construcción y permanente que proporcionará la fuente.

Source of Funds



For the Development				Section 1A: Status of Permanent Financing			
Section 1: Financing Details							
Select Funding Source Type	Program or Funder Name	Construction Amount	Permanent Amount	Committed Amount	Status	Non-Committed Amount	Total
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
Sub-Total		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Affordable Housing Program		\$0.00	\$0.00	0%			
TOTAL		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00

In Section 1A, we require the commitment status of each permanent source.

- First, enter only the amount of committed funds.
- Then, provide the status of those funds by selecting the evidentiary document(s) that support the committed amount.

If a funding source has not yet been committed, (i.e. issuance of a Letter of Intent rather than a firm Commitment Letter) select "Pending" from the Status drop down menu and keep the Committed Amount column as \$0.

Origen de los Fondos



For the Development				Section 1A: Status of Permanent Financing			
Section 1: Financing Details							
Select Funding Source Type	Program or Funder Name	Construction Amount	Permanent Amount	Committed Amount	Status	Non-Committed Amount	Total
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
Sub-Total		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Affordable Housing Program		\$0.00	\$0.00	0%			
TOTAL		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00

En la Sección 1A, requerimos el estado de compromiso de cada fuente permanente.

- Primero, ingrese solo el monto de los fondos comprometidos.
- Luego, proporcione el estado de esos fondos seleccionando el documento(s) de respaldo que respalde el monto comprometido.

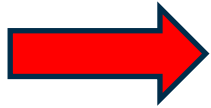
Si una fuente de financiamiento aún no se ha comprometido (es decir, emisión de una Carta de Intención en lugar de una Carta de Compromiso firme), seleccione "Pendiente" del menú desplegable de Estado y mantenga la columna de Monto Comprometido como \$0.



TARGETING

DIRIGIDO A

Targeting



INSTRUCTIONS		Household Size	1	2	3	4	5	6	7	8
HUD Income Limits	50% AMI									
MRB Income Limits	60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	80% AMI									
		Units	0BR	1BR	2BR	3BR	4BR	5BR		
		Household Size	1	1.5	3	4.5	6	7.5		
		50% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		80% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

Note 1: Please note that income averaging is not allowed.

Targeted AMI	Number of Units	Building Type	Unit Type	Project Type	AMI adjusted for Family Size	Explanations

The Targeting worksheet is where you will provide data regarding income targeting, unit counts, and bedroom distribution for the project. Input the HUD Income Limits into the AMI chart. The 50% and 80% limits can be obtained from the link provided on the worksheet. The 60% data will auto populate based on your other inputs. Please be sure to use the current year's income to complete this chart.

Dirigido a



INSTRUCTIONS		Household Size	1	2	3	4	5	6	7	8
HUD Income Limits	50% AMI									
MRB Income Limits	60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	80% AMI									
		Units	0BR	1BR	2BR	3BR	4BR	5BR		
		Household Size	1	1.5	3	4.5	6	7.5		
		50% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		80% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

Note 1: Please note that income averaging is not allowed.

Targeted AMI	Number of Units	Building Type	Unit Type	Project Type	AMI adjusted for Family Size	Explanations

La hoja de cálculo de Targeting es donde proporcionará datos sobre el direccionamiento de ingresos, el número de unidades y la distribución de dormitorios para el proyecto. Ingrese los Límites de Ingresos de HUD en el cuadro de AMI. Los límites del 50% y 80% se pueden obtener desde el enlace proporcionado en la hoja de cálculo. Los datos del 60% se completarán automáticamente en función de sus otras entradas. Asegúrese de utilizar los ingresos del año actual para completar este cuadro.

Targeting

INSTRUCTIONS	Household Size	1	2	3	4	5	6	7	8
HUD Income Limits	50% AMI								
MRB Income Limits	60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	80% AMI								

Units	0BR	1BR	2BR	3BR	4BR	5BR
Household Size	1	1.5	3	4.5	6	7.5
50% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
80% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Note 1: Please note that income averaging is not allowed.



Targeted AMI	Number of Units	Building Type	Unit Type	Project Type	AMI adjusted for Family Size	Explanations

After you have entered the income information, complete the remaining fields using either the dropdown menus or manually entering the data. Provide any applicable explanations in the available fields.

Dirigido a

INSTRUCTIONS	Household Size	1	2	3	4	5	6	7	8
HUD Income Limits	50% AMI								
MRB Income Limits	60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	80% AMI								

Units	0BR	1BR	2BR	3BR	4BR	5BR
Household Size	1	1.5	3	4.5	6	7.5
50% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
80% AMI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Note 1: Please note that income averaging is not allowed.



Targeted AMI	Number of Units	Building Type	Unit Type	Project Type	AMI adjusted for Family Size	Explanations

Después de haber ingresado la información de ingresos, complete los campos restantes utilizando los menús desplegables o ingresando los datos manualmente. Proporcione cualquier explicación aplicable en los campos disponibles.



MARKET DATA





DATOS DE MERCADO



Market Data



Owner-Occupied Very Low Income (≤ 50%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Moderate Income (> 60% and ≤ 80%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Very Low Income (≤ 50%)		
Income Guidelines: HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PMI	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	Total Monthly
Total Monthly	\$0.00	Total Monthly
		\$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%)		
Income Guidelines:		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PMI	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	Total Monthly
Total Monthly	\$0.00	Total Monthly
		\$0.00

Owner-Occupied Moderate Income (> 60% and ≤ 80%)		
Income Guidelines:		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PMI	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	Total Monthly
Total Monthly	\$0.00	Total Monthly
		\$0.00

In Section 1, we require a breakdown of the expected contract sales price and closing costs for a typical household. This section must be used for all purchase transactions, including Sponsor Provided Mortgage Projects with a sweat equity component. Please note:

- This section should be used for purchase transactions only
- If this section is utilized, then one of the sources of funds must be "Proceeds from Sale of Units".

Datos de Mercado



Owner-Occupied Very Low Income (≤ 50%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Moderate Income (> 60% and ≤ 80%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Very Low Income (≤ 50%)		
Income Guidelines: HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PMI	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	Total Monthly
Total Monthly	\$0.00	Total Monthly
		\$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%)		
Income Guidelines:		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PMI	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	Total Monthly
Total Monthly	\$0.00	Total Monthly
		\$0.00

Owner-Occupied Moderate Income (> 60% and ≤ 80%)		
Income Guidelines:		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PMI	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	Total Monthly
Total Monthly	\$0.00	Total Monthly
		\$0.00

En la Sección 1, requerimos un desglose del precio de venta del contrato esperado y los costos de cierre para un hogar típico. Esta sección debe utilizarse para todas las transacciones de compra, incluidos los Proyectos de Hipoteca Proporcionada por el Patrocinador con un componente de trabajo propio. Ten en cuenta:

- Esta sección debe usarse solo para transacciones de compra.
- Si se utiliza esta sección, entonces una de las fuentes de fondos debe ser "Procedentes de la Venta de Unidades".

Market Data



Owner-Occupied Very Low Income (≤ 50%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Moderate Income (> 60% and ≤ 80%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Very Low Income (≤ 50%) HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PIII	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	\$0
Total Monthly	\$0.00	Total Monthly \$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%) HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PIII	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	\$0
Total Monthly	\$0.00	Total Monthly \$0.00

Owner-Occupied Moderate Income (> 60% and ≤ 80%) HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PIII	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	\$0
Total Monthly	\$0.00	Total Monthly \$0.00

In Section 1A, users will provide a breakdown of expected financing for a typical household. This section must be used for all transactions, including Sponsor Provided Mortgage Projects with a sweat equity component.

- First, select the funding source type
- Then, provide the name of said source
- Next, enter the amount of permanent funding that the source will provide

Datos de Mercado



Owner-Occupied Very Low Income (≤ 50%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Moderate Income (> 60% and ≤ 80%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Very Low Income (≤ 50%) HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PIII	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	\$0
Total Monthly	\$0.00	Total Monthly \$0.00

Owner-Occupied Low Income (> 50% and ≤ 60%)		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PIII	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	\$0
Total Monthly	\$0.00	Total Monthly \$0.00

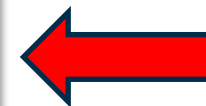
Owner-Occupied Moderate Income (> 60% and ≤ 80%)		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income	Total Monthly Household Expense	
Earned Income	P&I Payments	\$0
Self-Employment	Property Taxes	\$0
Rental Income	Hazard Insurance	\$0
Child Support	PIII	\$0
Alimony	Flood Insurance	\$0
Other Income	Other Debt Service	\$0
Other Income	Other Debt Service	\$0
Total Annual	\$0	\$0
Total Monthly	\$0.00	Total Monthly \$0.00

En la Sección 1A, los usuarios proporcionarán un desglose del financiamiento esperado para un hogar típico. Esta sección debe utilizarse para todas las transacciones, incluidos los Proyectos de Hipoteca Proporcionada por el Patrocinador con un componente de trabajo propio.

- Primero, seleccione el tipo de fuente de financiamiento.
- Luego, proporcione el nombre de dicha fuente.
- A continuación, ingrese el monto de financiamiento permanente que proporcionará la fuente.

Market Data

Owner-Occupied Very Low Income (≤ 50%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00
Owner-Occupied Low Income (> 50% and ≤ 60%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00
Owner-Occupied Moderate Income (> 60% and ≤ 80%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00
Owner-Occupied Very Low Income (≤ 50%) Income Guideline: HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income		Total Monthly Household Expense
Earned Income	\$0	P&I Payments \$0
Self-Employment	\$0	Property Taxes \$0
Rental Income	\$0	Hazard Insurance \$0
Child Support	\$0	PMI \$0
Alimony	\$0	Flood Insurance \$0
Other Income	\$0	Other Debt Service \$0
Other Income	\$0	Other Debt Service \$0
Total Annual	\$0	Total Monthly \$0.00
Total Monthly	\$0.00	Total Monthly \$0.00
Owner-Occupied Low Income (> 50% and ≤ 60%) Income Guideline: HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income		Total Monthly Household Expense
Earned Income	\$0	P&I Payments \$0
Self-Employment	\$0	Property Taxes \$0
Rental Income	\$0	Hazard Insurance \$0
Child Support	\$0	PMI \$0
Alimony	\$0	Flood Insurance \$0
Other Income	\$0	Other Debt Service \$0
Other Income	\$0	Other Debt Service \$0
Total Annual	\$0	Total Monthly \$0.00
Total Monthly	\$0.00	Total Monthly \$0.00
Owner-Occupied Moderate Income (> 60% and ≤ 80%) Income Guideline: HUD		
Section 2: Typical Household Income & Expense Statement		
Total Annual Household Income		Total Monthly Household Expense
Earned Income	\$0	P&I Payments \$0
Self-Employment	\$0	Property Taxes \$0
Rental Income	\$0	Hazard Insurance \$0
Child Support	\$0	PMI \$0
Alimony	\$0	Flood Insurance \$0
Other Income	\$0	Other Debt Service \$0
Other Income	\$0	Other Debt Service \$0
Total Annual	\$0	Total Monthly \$0.00
Total Monthly	\$0.00	Total Monthly \$0.00

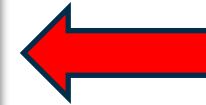


In Section 2, we require the expected cash inflows and outflows for a typical household. This section must also be used for all transactions, including Sponsor Provided Mortgage Projects (with a sweat equity component).

Datos de Mercado

Owner-Occupied Very Low Income (≤ 50%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00
Owner-Occupied Low Income (> 50% and ≤ 60%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00
Owner-Occupied Moderate Income (> 60% and ≤ 80%) For Purchase Transactions Only		
Section 1: Expected Purchase Details		
Purchaser's Contract Sales Price	\$0	
Closing Costs	\$0	
TOTAL	\$0.00	
For Purchase, Construction or Rehabilitation Transactions		
Section 1A: Expected Financing Details		
Select Funding Source Type	Program or Funder Name	Amount
		\$0
		\$0
		\$0
		\$0
		\$0
		\$0
TOTAL		\$0.00

Owner-Occupied Very Low Income (≤ 50%)			
Income Guideline:			
Section 2: Typical Household Income & Expense Statement		HUD	
Total Annual Household Income		Total Monthly Household Expense	
Earned Income	\$0	P&I Payments	\$0
Self-Employment	\$0	Property Taxes	\$0
Rental Income	\$0	Hazard Insurance	\$0
Child Support	\$0	PMI	\$0
Alimony	\$0	Flood Insurance	\$0
Other Income	\$0	Other Debt Service	\$0
Other Income	\$0	Other Debt Service	\$0
Total Annual	\$0	Total Annual	\$0.00
Total Monthly	\$0.00	Total Monthly	\$0.00
Owner-Occupied Low Income (> 50% and ≤ 60%)			
Income Guideline:			
Section 2: Typical Household Income & Expense Statement		HUD	
Total Annual Household Income		Total Monthly Household Expense	
Earned Income	\$0	P&I Payments	\$0
Self-Employment	\$0	Property Taxes	\$0
Rental Income	\$0	Hazard Insurance	\$0
Child Support	\$0	PMI	\$0
Alimony	\$0	Flood Insurance	\$0
Other Income	\$0	Other Debt Service	\$0
Other Income	\$0	Other Debt Service	\$0
Total Annual	\$0	Total Annual	\$0.00
Total Monthly	\$0.00	Total Monthly	\$0.00
Owner-Occupied Moderate Income (> 60% and ≤ 80%)			
Income Guideline:			
Section 2: Typical Household Income & Expense Statement		HUD	
Total Annual Household Income		Total Monthly Household Expense	
Earned Income	\$0	P&I Payments	\$0
Self-Employment	\$0	Property Taxes	\$0
Rental Income	\$0	Hazard Insurance	\$0
Child Support	\$0	PMI	\$0
Alimony	\$0	Flood Insurance	\$0
Other Income	\$0	Other Debt Service	\$0
Other Income	\$0	Other Debt Service	\$0
Total Annual	\$0	Total Annual	\$0.00
Total Monthly	\$0.00	Total Monthly	\$0.00



En la Sección 2, requerimos los flujos de efectivo esperados y los desembolsos para un hogar típico. Esta sección también debe ser utilizada para todas las transacciones, incluidos los Proyectos de Hipoteca Proporcionada por el Patrocinador (con un componente de trabajo propio).



RESULTS





RESULTADOS



Results

This section compares the project information provided in the previous tabs against the FHLBNY feasibility guidelines.

AHP/APP-104: Owner Project Workbook Financial Analysis Project Name: _____


INSTRUCTIONS

Contingency Analysis		Result	Maximum	Minimum	OK?
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA

Development Budget Analysis		Result	Maximum	Minimum	OK?
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes

Unit Breakdown Analysis		
<u>DEVELOPMENT COSTS</u>	<u>UNIT COSTS</u>	<u>TOTAL PROJECT COST</u>
Total Acquisition	NA	\$0.00
Total Soft Costs	NA	\$0.00

OPW Instructions | Project Description | Dev Budget | Supplement | Source of Funds | Targeting | Market | **Results** | +



Resultados

Esta sección compara la información del proyecto proporcionada en las pestañas anteriores con las pautas de viabilidad de FHLBNY.

AHP/APP-104: Owner Project Workbook Financial Analysis Project Name: _____

INSTRUCTIONS

Contingency Analysis		Result	Maximum	Minimum	OK?
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA

Development Budget Analysis		Result	Maximum	Minimum	OK?
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes

Unit Breakdown Analysis		
<u>DEVELOPMENT COSTS</u>	<u>UNIT COSTS</u>	<u>TOTAL PROJECT COST</u>
Total Acquisition	NA	\$0.00
Total Soft Costs	NA	\$0.00

OPW Instructions | Project Description | Dev Budget | Supplement | Source of Funds | Targeting | Market | Results | +

Results

- The “Result” column provides a summary of the project data provided in the previous tabs.
- If any results appear to be incorrect, revisit the corresponding worksheet and re-examine your data input.

AHP/APP-104: Owner Project Workbook

Financial Analysis

Project Name: _____

INSTRUCTIONS



Contingency Analysis		Result	Maximum	Minimum	OK?
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA
Development Budget Analysis		Result	Maximum	Minimum	OK?
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes

Resultados

- La columna "Resultado" proporciona un resumen de los datos del proyecto proporcionados en las pestañas anteriores.
- Si algún resultado parece incorrecto, vuelva a visitar la hoja de cálculo correspondiente y reexamine su entrada de datos.

AHP/APP-104: Owner Project Workbook

Financial Analysis

Project Name: _____

INSTRUCTIONS



Contingency Analysis		Result	Maximum	Minimum	OK?
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA
Development Budget Analysis		Result	Maximum	Minimum	OK?
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes

Results

The "Maximum" and "Minimum" columns contain the FHLBNY feasibility guidelines.

AHP/APP-104: Owner Project Workbook

Financial Analysis

Project Name _____

INSTRUCTIONS

Contingency Analysis		Result	Maximum	Minimum	OK?
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA
Development Budget Analysis		Result	Maximum	Minimum	OK?
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes

Resultados

Las columnas "Máximo" y "Mínimo" contienen las pautas de viabilidad de FHLBNY.

AHP/APP-104: Owner Project Workbook

Financial Analysis

Project Name

INSTRUCTIONS



Contingency Analysis		Result	Maximum	Minimum	OK?
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA
Development Budget Analysis		Result	Maximum	Minimum	OK?
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes

Results


- The “OK?” column provides the variance between the provided project information and the FHLB NY feasibility guidelines.
- If any of the results indicate “Explain,” then provide FHLB NY with the proper explanation and supporting documentation by uploading additional attachments to the Project Workbook section of the application in the AHP System.

AHP/APP-104: Owner Project Workbook

Financial Analysis

Project Name: _____

INSTRUCTIONS



Contingency Analysis		<u>Result</u>	<u>Maximum</u>	<u>Minimum</u>	<u>OK?</u>
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA
Development Budget Analysis		<u>Result</u>	<u>Maximum</u>	<u>Minimum</u>	<u>OK?</u>
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes

Resultados


- La columna "¿OK?" muestra la variación entre la información del proyecto proporcionada y las pautas de viabilidad de FHLB NY.
- Si alguno de los resultados indica "Explicar", entonces proporcione a FHLB NY la explicación adecuada y la documentación de respaldo subiendo archivos adicionales a la sección del Cuaderno del Proyecto de la solicitud en el Sistema AHP.

AHP/APP-104: Owner Project Workbook

Financial Analysis

Project Name: _____

INSTRUCTIONS



Contingency Analysis		<u>Result</u>	<u>Maximum</u>	<u>Minimum</u>	<u>OK?</u>
1	If the project is a rehabilitation project, is the hard cost contingency within the standard?	NA	15.00%	-	NA
2	If the project is a new construction project, is the hard cost contingency within the standard?	NA	10.00%	-	NA
3	Is the soft cost contingency within the standard?	NA	5.00%	-	NA
4	or is the rehabilitation project's combined soft and hard cost contingency both within the standard?	NA	15.00%	5.00%	NA
5	or is the new construction project's combined soft and hard cost contingency both within the standard?	NA	10.00%	5.00%	NA

Development Budget Analysis		<u>Result</u>	<u>Maximum</u>	<u>Minimum</u>	<u>OK?</u>
6	Is the developer's fee (including any additional fees for housing consultants) within the standard?	0.00%	15.00%	5.00%	Explain
7	Is the Architecture Fee within the standard?	0.00%	7.00%	2.50%	Explain
8	Is the Profit, Overhead & General Requirement cost with the standard?	0.00%	16.00%	9.00%	Explain
9	Is the "hard" project development cost per unit within the Bank's limits?		\$0	\$0	
10	Are the expected sales from all units equal to the Proceeds from Sale of Units?	-	-	-	Yes
11	Are the Total Project Costs equal to the Total Permanent Sources?	NA	\$0.00	-	NA
12	Are the "soft" project costs within the Bank's limits?	0.00%	10.00%	-	Yes



FINANCIAL NARRATIVE





NARRATIVA FINANCIERA



Financial Narrative

This section contains a set of accompanying questions related to the project's financial structure and Owner Project Workbook.

- Applicants should provide answers in the text boxes of this section that reflect the information provided in previous tabs.
- Supporting documentation should be uploaded to the AHP System, Project Workbook section of the application

The screenshot displays the AHP System interface for the Financial Narrative section. At the top left is the Federal Home Loan Bank New York logo. The top right shows the date 3/2024 and the application ID AHP/APP-104. A red arrow points to the 'FINANCIAL NARRATIVE' tab in the top navigation bar. Below this, a grey box contains instructions: 'Instructions: The following set of questions will reference the financial activity of the project. The answer that is provided should reflect the financial information that is in the OPW. Complete the following set of questions (1-6), if applicable. Any supporting documentation should be uploaded to the AHP System with the Rental Project Workbook. See Project Workbook tab of application for upload prompt.'

Section 1.) **Financial Feasibility Thresholds:** Use the space below to provide an explanation for areas on the development or operating budgets that are outside of the FHLBNY's AHP Project Financial Feasibility Analysis Guidelines. Review the Results tab, any line item with an 'Explain' must be addressed in the fields below.

Financial Feasibility Thresholds Documentation: Furnish the following documentation to support financial feasibility threshold outliers:

- Third-party evidence to support the explanation(s) given such as a letter or an email from another project funder or qualified third-party;
- The executed funding source documents or commitment letters referencing the requirement(s) that line items be set at a level that exceed the guideline; or
- A link to or a copy of relevant pages of a project funder's guidelines referencing the requirement(s) that line items be set at a level that exceeds the Bank's guidelines.

The interface includes two main sections for providing explanations: 'Feasibility Explanations: Contingency Analysis' and 'Feasibility Explanations: Development Analysis'. Each section has a large yellow text area for input. Below the 'Contingency Analysis' section is a table for documenting supporting materials:

Name of Document	Page Number
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

At the bottom, a navigation bar shows tabs for 'OPW Instructions', 'Project Description', 'Dev Budget', 'Supplement', 'Source of Funds', 'Targeting', and 'Financial Narrative'. A red arrow points to the 'Financial Narrative' tab, which is highlighted with a red box.

NARRATIVA FINANCIERA

Esta sección contiene un conjunto de preguntas relacionadas con la estructura financiera del proyecto y el Cuaderno del Proyecto del Propietario.

- Los solicitantes deben proporcionar respuestas en los cuadros de texto de esta sección que reflejen la información proporcionada en las pestañas anteriores.
- La documentación de respaldo debe cargarse en el Sistema AHP, en la sección Cuaderno del Proyecto de la solicitud.

The screenshot displays the AHP system interface. At the top left is the Federal Home Loan Bank New York logo. The top right shows the date 2/2024 and the ID AHP/APP-104. A red arrow points to a box labeled "FINANCIAL NARRATIVE". Below this, an "Instructions" section states: "The following set of questions will reference the financial activity of the project. The answer that is provided should reflect the financial information that is in the OPW. Complete the following set of questions (1-6), if applicable. Any supporting documentation should be uploaded to the AHP System with the Rental Project Workbook. See Project Workbook tab of application for upload prompt." Below the instructions, a section titled "1.)" contains "Financial Feasibility Thresholds" and "Financial Feasibility Thresholds Documentation" instructions. The "Financial Feasibility Thresholds" section includes three bullet points: "Third-party evidence to support the explanation(s) given such as a letter or an email from another project funder or qualified third-party;", "The executed funding source documents or commitment letters referencing the requirement(s) that line items be set at a level that exceed the guideline; or", and "A link to or a copy of relevant pages of a project funder's guidelines referencing the requirement(s) that line items be set at a level that exceeds the Bank's guidelines." Below these instructions are two sections for "Feasibility Explanations: Contingency Analysis" and "Feasibility Explanations: Development Analysis", each with a large yellow text input area. Below the input areas are two tables for documenting sources. The first table has columns for "Name of Document" and "Page Number". The second table has columns for "Name of Document" and "Page Number". At the bottom, a navigation bar shows tabs for "OPW Instructions", "Project Description", "Dev Budget", "Supplement", "Source of Funds", "Targeting", and "Financial Narrative". A red arrow points to the "Financial Narrative" tab, which is highlighted with a red box.

Instructions:
The following set of questions will reference the financial activity of the project. The answer that is provided should reflect the financial information that is in the OPW. Complete the following set of questions (1-6), if applicable. Any supporting documentation should be uploaded to the AHP System with the Rental Project Workbook. See Project Workbook tab of application for upload prompt.

1.)

Financial Feasibility Thresholds: Use the space below to provide an explanation for areas on the development or operating budgets that are outside of the FHLBNY's AHP Project Financial Feasibility Analysis Guidelines. Review the Results tab, any line item with an 'Explain' must be addressed in the fields below.

Financial Feasibility Thresholds Documentation: Furnish the following documentation to support financial feasibility threshold outliers:

- Third-party evidence to support the explanation(s) given such as a letter or an email from another project funder or qualified third-party;
- The executed funding source documents or commitment letters referencing the requirement(s) that line items be set at a level that exceed the guideline; or
- A link to or a copy of relevant pages of a project funder's guidelines referencing the requirement(s) that line items be set at a level that exceeds the Bank's guidelines.

Feasibility Explanations: Contingency Analysis

Name of Document	Page Number

Feasibility Explanations: Development Analysis

Name of Document	Page Number

OPW Instructions | Project Description | Dev Budget | Supplement | Source of Funds | Targeting | **Financial Narrative**

Financial Narrative

The first set of questions are related to financial feasibility guideline outliers identified on the Results tab.

- Name of the supporting evidence and relevant page number(s) should be provided to assist with the financial feasibility review.
- For non-applicable questions, state "Not Applicable" in the narrative box.

FINANCIAL NARRATIVE

Feasibility Explanations: Contingency Analysis ←

↓

Name of Document	Page Number

Feasibility Explanations: Development Analysis ←

Name of Document	Page Number

Feasibility Explanations: Operating Analysis

Financial Narrative

The next set of questions are related to the project's financial structure.

- If the response to any question exceeds the 500-character maximum in the response boxes, please note this in the response box and provide the full response as a supporting document. Be sure to upload the supporting document to the application via the AHP System.

FINANCIAL NARRATIVE

2.)

Cash Flow during Construction: Provide a description of the arrangements made to meet cash flow needs during the construction period in order to complete the project. The description provided should identify the funds available to the project in order to complete the development work that the AHP subsidy will reimburse (500 Characters Maximum)

3.)

Commercial Space / Non-housing Areas: For projects containing commercial space or other non-housing areas (e.g. management offices, meeting rooms, social service or recreational areas or commercial space), provide a statement that no AHP funds will be used to construct and/or rehabilitate such space. Also, identify which funding sources will be used to construct and/or rehabilitate such space. (500 Characters Maximum)

4.)

Transaction Requirements: If the deed or mortgage will include "windfall" or similar provisions that require the purchaser to pay a penalty in the event they fail to comply with certain restrictions, attach a draft or an explanation of the provisions. (500 Character Maximum)

5.)

For projects that involve the rehabilitation or new construction of homes, in order to determine cost reasonableness, a project must do at least one of the following:

- (1) the rehabilitation costs must be validated by a qualified professional (e.g. architect, engineer, construction manager or general contractor), or
- (2) the project sponsor must commit to using a competitive bidding process involving at least two general contractors where the lowest responsible bidder is selected. If the contractor with the higher bid was selected, provide a reasonable explanation for why the higher bid was chosen.

Please acknowledge these requirements in the box below.

Narrativa Financiera

El siguiente conjunto de preguntas está relacionado con la estructura financiera del proyecto.

- Si la respuesta a alguna pregunta supera el máximo de 500 caracteres en los cuadros de respuesta, indíquelo en el cuadro de respuesta y proporcione la respuesta completa como un documento de respaldo. Asegúrese de cargar el documento de respaldo en la solicitud a través del Sistema AHP.

FINANCIAL NARRATIVE

2.) **Cash Flow during Construction:** Provide a description of the arrangements made to meet cash flow needs during the construction period in order to complete the project. The description provided should identify the funds available to the project in order to complete the development work that the AHP subsidy will reimburse (500 Characters Maximum)

3.) **Commercial Space / Non-housing Areas:** For projects containing commercial space or other non-housing areas (e.g. management offices, meeting rooms, social service or recreational areas or commercial space), provide a statement that no AHP funds will be used to construct and/or rehabilitate such space. Also, identify which funding sources will be used to construct and/or rehabilitate such space. (500 Characters Maximum)

4.) **Transaction Requirements:** If the deed or mortgage will include "windfall" or similar provisions that require the purchaser to pay a penalty in the event they fail to comply with certain restrictions, attach a draft or an explanation of the provisions. (500 Character Maximum)

5.) For projects that involve the rehabilitation or new construction of homes, in order to determine cost reasonableness, a project must do at least one of the following:
(1) the rehabilitation costs must be validated by a qualified professional (e.g. architect, engineer, construction manager or general contractor), or
(2) the project sponsor must commit to using a competitive bidding process involving at least two general contractors where the lowest responsible bidder is selected. If the contractor with the higher bid was selected, provide a reasonable explanation for why the higher bid was chosen.
Please acknowledge these requirements in the box below.



DOCUMENTATION





DOCUMENTACIÓN



Always Focus on Documentation

Important reminders regarding scoring:

- Analysts evaluate a project against the requested score in its application; they can take points away from, but not add to this pre-score
- Looked at another way, all applications begin the scoring phase with zero *proven* points

All application documentation must be submitted via the AHP system.

Key details regarding the project's municipality, funding sources and other pertinent factors must be included.

FHLBNY cannot accept additional documentation to support the application's score after the deadline.

Siempre Enfóquese en la Documentación

Es importante recordar lo siguiente con respecto a la puntuación:

- Los analistas evalúan un proyecto con respecto a la puntuación solicitada en su solicitud; pueden restar puntos, pero no sumar a esta pre-puntuación.*
- Visto de otra manera, todas las solicitudes comienzan la fase de puntuación con cero puntos demostrados.*

Toda la documentación de la solicitud debe ser enviada a través del sistema AHP. Se deben incluir detalles clave sobre el municipio del proyecto, las fuentes de financiamiento y otros factores pertinentes.

FHLBNY no puede aceptar documentación adicional para respaldar la puntuación de la solicitud después de la fecha límite.



Advancing Housing and Community Growth

Questions?

Email us at

AHP@fhlbny.com

The information provided by the Federal Home Loan Bank of New York (FHLBNY) in this communication is set forth for informational purposes only. The information should not be construed as an opinion, recommendation or solicitation regarding the use of any financial strategy and/or the purchase or sale of any financial instrument. All customers are advised to conduct their own independent due diligence before making any financial decisions. Please note that the past performance of any FHLBNY service or product should not be viewed as a guarantee of future results. Also, the information presented here and/or the services or products provided by the FHLBNY may change at any time without notice.



Federal Home Loan Bank
NEW YORK

Avanzando en la Vivienda y el Crecimiento Comunitario

¿Preguntas?

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