This Form is for Developments receiving a reservation of credits under the QAP

1. DEVELOPMENT INFORMATION

# DEVELOPMENT NAME:

Tax Credit Application Number:

# TAX CREDIT BUILDING IDENTIFICATION NUMBER (BIN): HOME/DEVELOPMENT FUND AWARD NUMBER (IF ANY): USDA/DEVELOPMENT FUND AWARD NUMBER (IF ANY): FEDERAL HOME LOAN BANK ID NUMBER (IF ANY):

DATE PLACED IN SERVICE (OR WILL PLACE IN SERVICE):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| a. Property Address:  City:  Zip Code:  Email: | |  | State:  Phone: ( ) | |
| b. Owner Name: Owner Contact: | |  |  | |
| Address: City: |  | State: | |  |
| Zip Code:  Email: |  | Phone: | | ( ) |

|  |  |  |  |
| --- | --- | --- | --- |
| c. Management Company: |  |  |  |
| Contact Name: |  |  |
| Address: |  |  |
| City: |  | State: |
| Zip Code: |  | Phone: | ( ) |
| Email: |  |  |  |

d. Number of buildings in Development: Number of RHTC Units/Apartments: Total number of Units/Apartments: Total number of Home assisted Units: Total number of USDA assisted Units:

2. BUILDING PERMIT INFORMATION

1. State Plan Release Project #:
2. State Plan Release Filing Date:
3. Building Permit Issuance Date:
4. Initial Date buildings were constructed:
5. Date buildings were rehabilitated (if applicable):

Please place an “X” in the box next to all types of construction applicable to the development:

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| --- | --- | --- | --- | --- |
| 3. BUILDING INFORMATION | | | |  |
|  |  | New Construction |  | |
|  |  | |
| Model |
|  |  | |
| Addition |
|  |  | |
| Rehabilitation |
|  | Building Occupancy Change of Use |  | |
|  | Duplex |  | |
|  | Townhouse |  | |
|  | Single Family Dwelling |  | |
|  | Single Story |  | |
|  | Two Story | | |
|  | Three Story | | |
|  | Multi-Story | | |
|  | Assisted Living/Elderly Housing | | |

Number of Efficiency Units Number of 1-Bedroom Units Number of 2-Bedroom Units Number of 3-Bedroom Units Number of 4-Bedroom Units Number of 5-Bedroom Units Number of Type A Accessible Units Number of Type B Accessible Units Number of Fully Accessible Units

4. DEVELOPMENT DESIGN AMENITIES

Please check the box next to an amenity to mark all the development’s amenities chosen for awarded points. NOTE: Please Review the Definitions of each Feature, in Appendix H, for specific Requirements (If Any).

NOTE: Specific requirements may apply for each amenity (See definitions in Appendix G).

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| **Chart 1: Common Area**  **Total of 10 Amenities** | | |
| **(A) Tenant Entertainment:**  **Minimum of 2 Amenities** | **(B) Common Area Convenience**  **Minimum of 2 Amenities** | **(C) Common Area Architectural Minimum of 2 Amenities** |
| * Playground is constructed of cedar, Trex, or other long-lasting material with a minimum of three types of play equipment of appropriate type for the type and size of development. | * Designated car wash facility with a water hose and vacuum, located away from vehicular traffic. | * Multiple building designs (more than one architectural design for buildings at the development) |
| * Bike racks, bike storage lockers, or secure interior bike storage room. If bike racks, at least one rack must be placed at each individual building. | * Garage or covered carport for each unit | * Multiple floor plans (more than one floor plan per unit size) |
| * Designated garden area to include an area for the growing of vegetables | * Enclosed bus stop shelter located on property, reasonable in size for the development, and designed to meet ADA accessibility | * Buildings constructed of steel frame |
| * Fenced-in dog walking area with a waste disposal container | * Onsite beauty salon/barber shop with at least one beauty bowl and hair care equipment. | * Three-dimensional architectural roofing shingles with a 30-year warranty |
| * Community room of reasonable size, complete with seating and table(s) | * Common area laundry facility of reasonable size in each building of a multifamily development OR in a community building in a development consisting of single-family homes, duplexes, triplexes, or townhomes | * Exterior made 100% of brick, stone, cement board, or insulated metal panels |
| * Designated walking/jogging path at least ¼ mile long. There must be a separate path from required sidewalks or other required ADA accessible routes. Must be ADA accessible. | * Onsite property manager (full or half-time) available during normal business hours. | * Metal roof covering material or other long-lasting roof material with a minimum 40-year warranty |
| * Billiards, ping pong, or foosball table placed in a room compatible in size to play without obstruction. Must provide appropriate equipment such as cue sticks, pool balls, chalk, and a rack / paddles and balls, etc. for use by tenants. | * Pet washing area- indoor facility containing a pet washing bay with a hose sprayer | * Slate roof covering materials with proper roofing support system |
| * Basketball court- permanent half or full court with goal and net located on an accessible path with accessible playing surfaces | * Hands-free features in common area bathrooms and kitchens and hand-sanitizer stations in common areas | * Soundproofing of demising floors, ceilings, and walls. For airborne sound the demising walls and floors must have no less than a 55 STC in accordance with ASTM E 90, and for structural borne sound no less than a 55 IIC in accordance with ASTM E 492 |
| * Fenced-in tennis court of regulation size with net | * Indoor air purification system in common areas | * Energy Star Rated materials for flat roofs |
| * Gazebo- permanent structure with weather resistant roof and seating. (Does not qualify if the gazebo is the designated smoking area for the property) |  |  |
| * Picnic area with picnic tables, seating, and permanently installed cast iron grill(s) |  |  |
| * Sand volleyball court of regulation size with net |  |  |
| * Computer center with high-speed internet and printer and ample equipment in correlation to the size of the development |  |  |
| * Exercise room- reasonably sized, designated room with exercise equipment for more than one type of exercise, appropriate to the tenants |  |  |
| * Theater room- reasonably sized, designated room with large screen, reclining chairs, and variable lighting suitable for watching movies |  |  |
| * Rooftop deck with tables and chairs and a walking surface raised above the protective membrane, with 4’ high guardrails surrounding the deck that have no openings large enough for a 4” sphere to pass. Guardrails must also be provided around the entire access pathway to the deck. |  |  |
| * Pickleball court measuring 20’ by 44’ that includes a net and clearly marked lines |  |  |
| * Planting trees to form a canopy or maintaining existing tree canopy that will provide shade for the property including roads and parking lots |  |  |
| * Native plants used in landscaping |  |  |
| * Property allows pets without size/weight restrictions and does not charge pet fees (upfront pet deposit allowed) |  |  |
| * Library/reading room |  |  |
| * Game room |  |  |
| * Indoor playroom |  |  |
| * Arts and crafts room |  |  |

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| **Chart 2: Apartment Unit**  **Total of 5 Amenities** | |
| **(A) Unit Interior Architectural:**  **Minimum of 2 Amenities** | **(B) Unit Convenience:**  **Minimum of 2 Amenities** |
| * Quality window blinds or curtains for all windows and sliding glass doors in each unit. Excludes vinyl blinds. | * Garbage disposal for each unit’s kitchen sink |
| * Hardwood, tile, or luxury vinyl or plank flooring in at least all rooms that are not bedrooms | * Hard-wired doorbell for each unit’s main entry |
| * Individual porch, patio, or balcony for each unit. At a minimum, the area shall be no less than 64 ft2. | * CATV cable hook-ups in each unit for the living room and all bedrooms |
| * A minimum of one walk-in clothes closet in each unit with a clear floor space of 16 ft2 excluding storage space (storage space being defined as a vertical plan parallel with the walls, measured 12” out horizontally from the face of the clothes hanging rods and extending to the floor) | * Clothes washer and dryer in each unit |
| * External individual attached storage room for each unit, or a separate secure central location of storage spaces for all units | * Built-in dishwasher in each unit |
| * Kitchen pantry of reasonable size in each unit | * Ceiling fan (minimum one in each unit) |
| * At least 5% of the units have 3 bedrooms | * Charging outlets with USB ports in the kitchen, bedroom, or main living area |
| * At least 5% of the units have 4 or more bedrooms | * Micro hoods or microwaves provided in each unit |
| * Attached garage adjacent to living structure with a garage door that opens directly into the living area or staircase to the living area | * Sliding pocket or barn doors for all interior, in unit doors |
| * Ceiling lights in each bedroom controlled by a light switch located next to the bedroom door | * Programmable, smart thermostats (app controlled) with four time/temperature options for seven days per week |
| * Coat or linen closet located near the entryway or bedrooms |  |
| * Kitchen cabinets with pull out shelves in lower cabinets and Lazy Susans in corner cabinets |  |

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| **Chart 3: Safety & Security**  **Total of 3 Amenities** | |
| **(A) Security:**  **Minimum of 1 Amenity** | **(B) Life Safety**  **Minimum of 1 Amenity** |
| * Restricted access to property/gated community. Must include the boundary of the parking areas and buildings. | * Emergency pull cord/call button in each unit |
| * Security cameras at all building entrances. Must be monitored or recorded. | * ABC or kitchen-type fire extinguishers in all units. It must be quickly accessible near the kitchen but located away from the range top |
| * Exterior site and parking area lighting. Lighting must be glare-free and around 0.5 watts per square meter of the parking areas and walkways at the development. | * Fire sprinkler system installed according to the latest NFPA requirements adopted by the State of Indiana. Points only available for one or two-family dwellings only. Multifamily dwellings must be installed per code. |
| * Monitored security cameras at all onsite bus stops. Must be designated to specifically monitor bus stop activities and in addition to any other security cameras onsite. | * Kitchen fire blanket in each unit in a location that is quickly accessible near the kitchen but located away from the range top |
| * Intercom system for each building with installed call system in all units | * Emergency escape ladders compliant with ASTM F2175-07 located in all sleeping rooms above the 1st story and below the 7th story |
| * Peep holes on unit entry doors | * Speed limit & “Caution Children Playing” signs posted around the development. Speed limit signs must reflect a safe driving speed to enhance safety for children. |
| * Keyless door locks (ex: proximity sensor, keyless keypad, or fingerprint scanner) | * Fenced-in retaining ponds with danger signs |
| * Bump-proof entry door locks on each unit’s entry doors | * Emergency lighting installed in the hallways and corridors |
| * Steel entry doors & frames for each unit’s entry doors | * Showers with a minimum area of 9 ft2 |
| * Security alarm (doors)- hard-wired security alarm system with offsite monitoring capability for all exterior doors | * Automated External Defibrillator (AED) onsite and staff trained on usage |
| * Security alarm (windows)- hard-wired security alarm system with offsite monitoring capability for all windows less than 25’ to grade |  |
| * All exterior lighting on buildings to be LED wall pack lighting |  |

1. UNIVERSAL DESIGN FEATURES

Please check the box next to a feature to mark all the development’s features chosen for awarded points

|  |  |  |
| --- | --- | --- |
| **Column A** | **Column B** | **Column C** |
| * Front loading washer and dryer with front controls, raised on platforms or drawers, in each unit or all laundry facilities | * At least one entrance to the ground floor of each unit\* is on a circulation path from a public street or sidewalk, a dwelling unit driveway, or a garage. That circulation path must be a ramp or sloped walking surface. Changes in elevation must not exceed ¼” (or ½” if beveled).   \*All one- & two-family dwellings only | * Audible and visible smoke detectors in each unit |
| * Range/oven with controls located in a position that does not require reaching over burners in 10% of the units | * In kitchens, pull out shelves or Lazy Susan storage systems in base corner cabinets in each unit | * Light switches located 48” maximum above the finished floor in each unit |
| * Low-power automatic doors at accessible exterior entrances | * All interior doors have a minimum clear width opening of 31¾” | * Rocker or touch sensitive lighting controls in each unit |
| * Wall oven with 27” minimum knee clearance under the door in the open position and controls 48” maximum above the floor in 10% of the units | * Adjustable height shelves in kitchen wall cabinets in each unit | * Mirrors over bathroom sinks have the reflecting surface 40” maximum above the floor or tilt to provide a similar view in each unit |
| * Toilets meet the provisions for location, clearance, height, and grab bars in 2009 ICC A117.1 Section 604.5 in one bathroom in each unit | * Where provided, telephone entry systems shall comply with ANSI.SASMA 303.-2006, Performance Criteria for Accessible Communication Entry Systems | * Lever handle faucets on sinks in each unit |
| * An accessible route from the garage into the dwelling in 10% of the units with attached private garages | * One of the following in one bathroom in each unit:   1. Adjustable height showerhead that allows for a showerhead to be adjusted to reach between 48-84” above the tub or shower floor  2. Hand-held showerhead mounted 78-84” above the floor with a flexible hose 59” minimum in length | * Full length mirrors with the bottom of the reflecting surface lower than 36” and top to be at least 72” above the floor in each unit |
| * Curb cuts along an accessible route throughout the development in accordance with 2009 ICC A117.1 Section 406.13 | * Remote control heating and cooling in each unit   Control via a phone or tablet application is acceptable | * Signage identifying unit numbers includes visual characters, raised characters, and braille |
| * Side-by-side refrigerators in each unit | * In the kitchen in each unit, a 60” x 48” clear floor space adjacent to the sink, dishwasher, cooktop, oven, refrigerator/freezer, and trash compactor | * Motion sensor controls for room lighting in entry in each unit |
| * Automatic garage door openers on all overhead garage doors. Safety sensors must be installed 4-6” off the ground. | * At least one section of the counter or a pull-out surface in each unit provides knee and toe clearances in accordance with ICC A117.1 Section 1003.12.3 | * Bathtub/shower controls located 48” maximum above the tub floor in each unit |
| * Kitchen sink and work surface in accordance with ICC A117.1 Sections 1003.12.3.2 and 1003.12.4.2 in 10% of the units | * Built-in microwave with an adjacent clear floor space per ADA requirements | * Pull handles on drawers and cabinet doors in each unit |
| * Motion detector controls for the outside lights on at least one entrance to each unit | * Kitchen and bathroom countertops with a visual contrast at the front edge of the counter or between the counter and the cabinet in each unit | * At least one garden area, on an accessible route, raised to a minimum of 15” above the adjacent grade |
| * Removable base cabinets at the kitchen sink, one kitchen work surface, and at least one bathroom sink in accordance with ICC A117.1 Sections 1003.12.3.1, 1003.12.4.1, and 1003.11.2 in all ground floor units | * A 30” x 48” clear floor space in each bathroom. If the bathroom doors swing in, the clear floor space must be beyond the swing of the door. | * 10 footcandle lighting for at least one work surface in each unit |
| * Pull out shelving for all standard base kitchen cabinets in each unit | * All hallways 42” or wider in each unit | * Controls for bathtubs or showers located between the centerline of the bathtub or shower stall and the front edge of the opening in at least one bathroom in each unit |
| * Roll-in shower in at least one bathroom in each unit in accordance with ICC A117.1 Section 608.2.2 or 608.2.3 | * Where walls are adjacent to toilets, bathtubs, or showers, provide blocking for future installation of grab bars in each unit in accordance with ICC A117.1 Section 1004.11.1. Unit plans must demonstrate the blocking. | * Adjustable height closet rods or a portion of each closet with two clothes rods at different heights in each unit |
| * In 10% of the units, cook top with toe & knee clearance in accordance with ICC A117.1 Section 1003.12.5.4.2. The underside of the cook top shall be insulated or otherwise configured to protect from burns, abrasions, or electric shock. | * Kitchen sink with a pullout faucet instead of side mount sprayer in each unit | * Sliding closet doors for reach-in closets in each unit |
| * Dishwasher with all operable parts and shelving between 15” and 48” above the flooring in 10% of the units | * Means of identifying visitors without opening the door in each unit | * Levered hardware on all doors intended for passage in each unit |
| * A walk-in shower with a fixed or fold down seat or a bathtub with a seat in at least one bathroom in 10% of the units | * Significant color contrast between floor surfaces, walls, and trim in each unit | * Electrical outlets raised a minimum of 15” above the finished floor in each unit. Dedicated outlets and floor outlets are not required to meet this standard. |
| * Grab bars installed at tub/shower in 10% of the units * (In one bathroom only for two-bathroom units) | * Visual contrast between stair risers and stair treads in each unit that contains a stairway | * Lighted doorbell at the primary entrance to each unit |
| * Remote controlled drapery, blinds, and/or curtains in 10% of the units | * Handrails installed in all common area corridors | * Countertop sinks with basin located as close to the front edge as possible in 10% of the units |
| * Slip resistant flooring or carpet in each unit complying with ICC A117.1 Section 302.2 | * Cordless window blinds on every window in each unit | * Self-closing or soft-closing drawers in kitchen cabinets in each unit |
| * At least one bedroom on an accessible level in each multi-story unit |  | * Mailboxes located between 24-48” above grade |
| * Chair lift, platform lift, or private residence elevator in a multi-story unit |  | * Toilets with seat height of 17-19” at least one bathroom in each unit |

6. Energy Efficiency Features (Post 2010 applications)

For application awards after 2010; Please identify the Energy efficiency Rating(s) for points awarded with an” X” next to the applicable rating(s).

|  |  |
| --- | --- |
| ☐ | LEED Silver |
| ☐ | ICC 700-2008 Silver Rating National Green Building Standard |
| ☐ | Enterprise Green Communities |
| ☐ | Equivalent under a rating for systems that are accredited by the American National Standards Institute may earn equivalent points for equivalent end results of the above listed items.\* |

7. Unique Features

Please attach your unique features narrative from the initial application and highlight design related features below:

|  |
| --- |
|  |

8. DIRECTIONS TO SITE

Please provide the most efficient directions to the property, starting from the major intersection nearest to the site:

