Housing New Mexico MFA

2026 QAP Workshop

Housing Development Department





2026 Qualified Allocation Plan Workshop





2026 Qualified Allocation Plan Workshop





9% Tax Credit Timeline

- **1. January** Apply for credits
- **2.** May Receive a tax credit reservation
- 3. November 15 Apply for carryover allocation
- **4.** August 31st of following year Submit 10% Test and construction materials
- 5. December 31st of second year following carryover Complete project and place in service (PIS)
- 6. Before December 31st of first year credits Record LURA
- 7. Project Lease-up: Qualify Tenants
- 8. Within 180 days after PIS Apply for 8609's
- 9. Begin claiming credits: PIS year or following year
- 10. Keep tax credit units in compliance
- ** See 2025-2026 LIHTC Calendar on website: housingnm.org/developers/lihtc/current-and-prior-tax-credit-round



2026 Qualified Allocation Plan Workshop





2025 Tax Credit Round Results

Of the 8 Applications submitted:

- \$10,810,020 in credits were requested
 - Ratio of requests to credit ceiling was 1.69:1
 - This ratio decreased from 1.88:1 in 2024
- Average TDC per unit for new construction is \$323,563
- Up from \$298,898 in 2024 and \$289,529 in 2023
- Average project size decreased to 50.63 units compared to an average of 62.75 units in 2024 and 61.00 in 2023.
- Five awards in 2025 totaling \$6,607,608 after forward allocating \$2,662,221 credits.



2025 Tax Credit Round Results

2025 Awarded Project Information:

- Projects sizes range from 22 to 80 units and award amounts range from \$535,747 (rehab) to \$1,700,000 (new construction)
- A total of 262 affordable housing units funded:
 - 240 new construction / 22 rehabilitation
- All projects are serving housing priority populations
- All projects received points for income levels of tenants, extended use period, public housing authority marketing, smoke-free properties, and other scoring points available
- No project received points for market rate units, households with children, tenant ownership, historic significance, blighted buildings/brownfields, or adaptive reuse



2025 Tax Credit Round Results

The Most Successful Application

is for the project that you can deliver and successfully operate for the entire extended use period!



2025 Qualified Allocation Plan Workshop





Qualified Allocation Plan

- > The QAP is the State of NM's plan for allocating its tax credits.
- ➤ It is prepared annually, consistent with IRC §42(m).
- ➤ Approval Process Approved by Governor.

https://housingnm.org/developers/lihtc/current-and-prior-tax-credit-rounds

Don't forget about the FAQs as these are incorporated into the 2026 QAP by reference.

https://housingnm.org/developers/lihtc/lihtc-applications-faq-2026



New in 2026

- > Separate QAPs and Post-Award Processes and Requirements Handbooks
- Universal Multifamily Underwriting Supplement both programs
- ➤ Mandatory Design Standards for Multifamily Housing both programs
- > 9% LIHTC limited to one award
- > Tribal Projects eligibility expanded slightly
- ➤ Asset Management Fees late fee submission, reinspection, 8823
- ➤ Nonprofit Scoring now includes government entity that owns the project
- > ROFR no longer a separate agreement Investor LOI and LPA
- Locational Efficiency distances increased
- > Extended Use Period now up to 50 years
- Populations points reduced



New in 2026

- CCRP designated districts removed since plan definition was expanded in 2025
- Blighted Buildings/Brownfield points removed
- > Deep affordability all units may have rental assistance
- Minority/Women Participation points removed
- > Acquisition cost not able to be increased after bridge acquisition
- > TDC cushion decreased from 130% to 120%
- Permanent Supportive Housing
 - > 5% developer fee increase must be placed in supportive services reserve
 - No hard debt, but all cash flow placed in supportive services reserve
- EV-Capable Spaces no longer required



New in 2026 (4% LIHTC)

- Hybrid Projects in same building carryover delayed until receive volume cap
- > Bond Volume Cap may not exceed the greater of:
 - > 30% Aggregate Basis
 - Permanent Mortgage Loan
- Limit on active projects until September:
 - One in Application Phase
 - > Two in Construction Phase through 8609s
- > Readiness:
 - > 42(m) draft letter valid for 3 months
 - Close on financing and begin construction within 7 months
 - Gantt Chart/Narrative with detailed schedule to close
 - \$2,500/week fee to extend construction start/closing
- ➤ Gap Financing ability to defer developer fee considered



Nonprofit Set-Aside

SECTION VII: Nonprofit Determination					
(Federal Tax Credit, HOME, NHTF, and NMHTF Projects Only) If this project is to be considered for the Nonprofit Set-Aside, or for additional points for nonprofit participation, the following must be complete. To qualify for the nonprofit set-aside, the applicant must materially participate in the development and operation of the project throughout the compliance period. Within the meaning of IRC 469(h), "a (nonprofit) shall be treated as materially participating in an activity only if the (nonprofit) owns an interest in the project and is involved in the development and operation of the project on a basis which is regular, continuous or substantial."					
Nonprofit name: Street address: City: Contact person:	E.I.N.: Telephone Zip code: Email:				
Exemption Type: Exempt purposes includes fostering of Low-Income Housing: Will the nonprofit hold a 51% or greater interest in the General Partner (if partnership) or in the managing member (if LLC) and receive at least 10% of the developer fee?					
SECTION VII: Nonprofit Determination (Continued) Describe the nonprofit's participation in the development, operation, and/or management of the project:					

Ten percent (10%) of the Annual Credit Ceiling will be set aside for Qualified Nonprofit Organization Eligible projects.

- > 501(c)3, 501(c)4, or exempt from tax under Section 501(a)
- > This set-aside is funded first
- Complete Section VII of Application at Tab 2



Underserved Populations Set Aside

Twenty percent (20%) of the Annual Credit Ceiling set aside for Underserved Populations.

The Application must indicate the desire for the Project to participate in the Underserved Populations set-aside, otherwise the Project will compete within the general round.

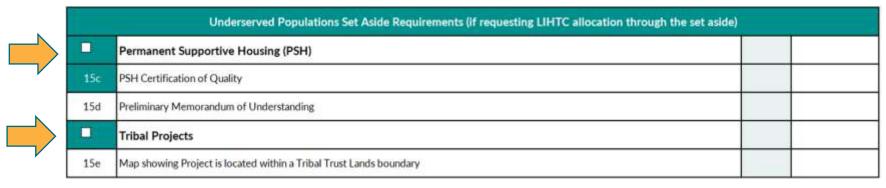
The Project's score must be within 20% of the highest scoring Project to be awarded tax credits through the ranking process in the same funding round.

- Permanent Supportive Housing (PSH) Projects
- > Tribal Projects



Underserved Populations Set Aside

- Indicate desire for the Project to participate in the Underserved Populations set-aside by:
- Checking the applicable box on Tab 1a



And:

- Including the PSH Certification of Quality at Tab 15c and Preliminary MOU at Tab 15d or:
- Insert a map showing the Project location and Tribal Trust Lands boundary at Tab 15e



Permanent Supportive Housing

- Must meet threshold requirements within the Households with Special Housing Needs
 Housing Priority and agree to provide voluntary Case Management Services to residents.
- ii. All service coordination and budget requirements must be sufficient to provide proposed services to all PSH residents,
- iii. PSH Units have no time limits on occupancy,
- iv. PSH residents have the same rights and responsibilities as those occupying other low-income or market rate housing Units*,
- v. PSH residents must have individual leases with identical requirements and protections as other low-income or market rate residents,
- vi. PSH Units must cover 25% or more of the total Unit count, and
- vii. Project Based Vouchers or other Federal operating subsidy must be in place or secured for 75% or more of the PSH Units in the Project.
- viii. Preliminary MOU service provider's capacity and planned description and service delivery
- ➤ *All Projects will be required to submit a PSH Commitment to Quality checklist (Tab 15c) with the Application and annually following the award.



PSH - Commitment to Quality Checklist

2026 HOUSING NEW MEXICO/MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION Permanent Supportive Housing Commitment to Quality Checklist

0

In completing the PSH Certification of Quality the signatory affirms that the project has been explained to each partner named in the Universal Rental Development Application and that they understand and commit to the Quality Standards marked Yes.

Indicator	Certification of Quality	Verifiable Quality Measures in Pre-Development and Program Planning			
Resident Centered					
Resident-Driven Planning	☐ YES ☐ NO	During the project planning process, individuals representing the priority target population have been involved, either through at least one individual meeting with the supportive housing project team and/or at least one focus group with members of the targeted tenancy.			
	☐ YES ☐ NO	There are multiple documented plans of how resident feedback is and will continue to be incorporated into the supportive housing project.			
Commitment to Supportive Housing Goals	☐ YES ☐ NO	There are written goals and/or targeted resident outcomes for the supportive housing project.			
	☐ YES ☐ NO	The project will have a reliable method for collecting and reviewing data on the targeted resident outcomes (such as housing retention, income, changes in health outcomes, employment, social connectedness).			
Privacy & Living Space (Necessary Amenities)	☐ YES ☐ NO	Based on the household composition of the planned priority population, there will be an adequate number of bedrooms per unit.			
	☐ YES ☐ NO	Sharing of bedrooms by non-related, single, adult residents will not be required.			
	☐ YES	The Property Management plan will require the management company to provide residents an orientation			

- Required for all PSH
 Projects competing in
 the Underserved
 Populations Set-Aside
- > Insert at Tab 15c



Threshold Requirements

All Applications must meet each of the following and include all required materials:

- Site Control
- Zoning
- ➤ Applicant Eligibility*
- Financial Feasibility*
- > Fees
- ➤ Market Study
- Pre-Application Requirements*

^{*}Not correctable through deficiency process





Threshold Requirements - Site Control

Three types of site control:

- Fully executed purchase contract or option
- Written governmental commitment to transfer property by deed or lease
- Recorded deed or long-term lease

Transfer Commitment must:

- Provide an initial term* lasting until at least June 30, 2026;
- ➤ Be binding on seller through initial term; and
- ➤ Have names, legal description, and acquisition cost that match application.



^{*}Initial term must not be conditioned upon any extensions requiring seller consent, additional payments or financing approval.



Common Errors on Applications!

Site Control

- Missing evidence of earnest deposit
 - Copy of check or
 - Receipt from Title Company
- ➤ Names on purchase contract don't match names on title report
- Missing amendments to purchase and sale contract
 - > Need all amendments



Threshold Requirements - Fees

All fees owed to MFA for all tax credit projects in which principal(s) participate must be current.

- > 2026 Fees
- > Application fee \$750 or \$1,500
- Design Review fee \$12,000
- ➤ Processing fee* of 8.5%
- > \$50/unit monitoring fee, due annually
- Income Averaging projects may be subject to increased monitoring fee



^{*}Applicable if a reservation or final determination is received



Threshold Requirements – Applicant Eligibility

- ➤ All members of the development team of the proposed project must be in good standing with MFA and all other state and federal affordable housing agencies; and
- ➤ Related party affidavits must disclose relationships (if any) between:
 - > Developer,
 - Project Owner,
 - > General Partner,
 - > Contractor,
 - Management company*,
 - > Consultant(s), and
 - > Architect



^{*}Management company review deferred until construction



Threshold Requirements - Financial Feasibility

2026 Universal Multifamily Underwriting Supplement:

- Cost Limits
- Credit Pricing
- > Financing Letters of Interest
- > 50 bps Contingency Factor
- ➤ Debt Coverage Ratio
- Construction Contingency
- ➤ Developer Fee Limits
- > Operating Assumptions
- > Required Reserves





Threshold Requirements - Financial Feasibility

Cost Limits

Based on average per unit and per square footage cost of new construction and adaptive re-use projects submitted in the round.

Purchase price attributed to land, costs related to commercial space, reserves and bond costs of issuance are excluded.

Per project maximum Tax Credit award is \$1,700,000 and any entity (including affiliates) may not receive more than one award.





Threshold Requirements - Market Study

Applications must contain a market study that meets the following criteria:

- Was completed by a vendor meeting the requirements agreed upon in the Market Study Professional Certification document
- Follows the methodologies identified in the Market Study Parameters
- Issued no earlier than 180 days prior to the Application submission
- The rent burden (rent plus utility allowance, if any) may not exceed 30% of gross income at each income limit proposed
- The overall Capture Rate for a Project must not exceed 10% (except Tribal, Senior and Farmworker Projects)





Market Study Certification

2026 HOUSING NEW MEXICO/MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION Market Study Certification of Qualified Professional

0

I undersigned, a recognized firm of independent market analysts knowledgeable and experience in the development of affordable rental properties, completed this Market Study of [Project] in [Location], NM for [Developer].

To the best of our knowledge, all data contained in this report is correct to the extent that the local, State of New Mexico and federal recording agencies and demographic suppliers accurately record and publish this data. All projections were based on current professionally accepted methodology, and that we have followed the NCHMA guidelines.

The market analyst has no financial interest in the proposed project or in any other matters involving the Developer or Applicant, or their principals. The relationship of the market analyst is limited to that of an independent market analyst. The fee assessed for the study was not contingent on the proposed development or application being approved, awarded, or funded by Housing New Mexico.

The market analyst made a physical inspection of the market area, reviewed all relevant data, conducted personal interviews with local apartment managers, government officials, local real estate professionals, and service providers, and independently established the conclusions for this report.

Market Analyst Company

Market Analyst Company Representative Signature

New Mexico Certification # (Exp.)

Date

- > Fill in information at top
- Market Analyst fills in and signs bottom
- Insert at front of Market Study



Threshold Requirements - Pre-Application

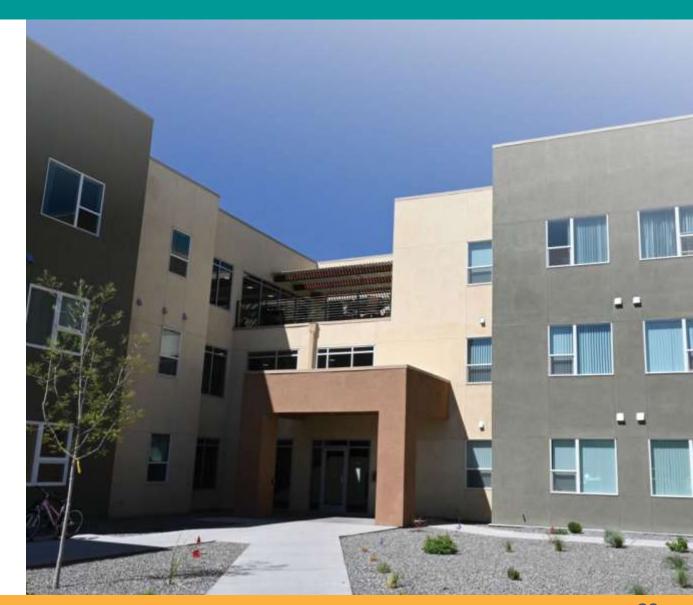
- "Intent to Submit a Tax Credit Application and Development Synopsis" required for both:
 - ➤ 4% Applicants 30 days prior to submittal
 - > 9% Applicants by December 20, 2025
- ➤ All Applicants are encouraged to meet with staff prior to submission.
 - > 9% Applicants Can't discuss scoring





Scoring

- The board approved 2026 NM 9% LIHTC QAP has a total of 115 points available, with a minimum required score of 53 (4% applications are not scored but have minimum requirements)
- ➤ Applicant self-scores on self-score sheet
- Housing New Mexico scores
- Deficiency correction process
- Highly competitive tie breaker process
- Two tracks (new construction and rehab)

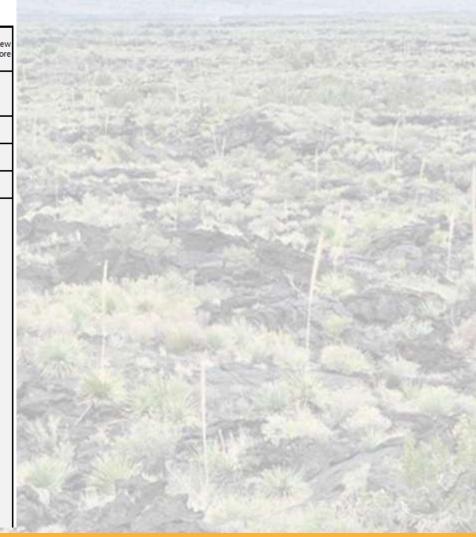




Self Score Sheet

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Scoring Worksheet

0			
Please refer to Section III.E of the Qualified Allocation Plan for Project Selection Criteria. Indicate which of the following are characteristics of your project and/or fill in the appropriate blanks.	Possible Points	Self Score	Housing New Mexico Score
1a. Qualified Nonprofit; or1b. New Mexico Housing Authority, local TDHE, Tribal HA, or government entity ownership	5	3	
2. Locational Efficiency	6	6	
3. Rehabilitation Projects	5	0	
4. Sustaining Affordability	10	6	
 5. Income Level of Tenants^{1, 2, 3, 4} A. Projects located within an Urban Area that propose to use either the 20-50 or 40-60 election under §42(g)(1)(A) or §42(g)(1)(B) of the code: 40% of all Low-Income Units at 50% or less of AGMI: 16 pts, 30% of all Low-Income Units at 50% or less of AGMI: 14 pts, 25% of all Low-Income Units at 50% or less of AGMI: 12 pts B. Projects not located within an Urban Area that propose to use either the 20-50 or 40-60 election under §42(g)(1)(A) or §42(g)(1)(B) of the code: 25% of all Low-Income Units at 50% or less of AGMI: 16 pts, 15% of all Low-Income Units at 50% or less of AGMI: 14 pts,³ 10% of all Low-Income Units at 50% or less of AGMI: 12 pts³ 			
C. Projects located within an Urban Area that propose to use the Average Income election under §42(g)(1)(C) of the Code: ⁴ - The Average Income for the proposed Project will be 54% or lower: 16 pts, - The Average Income for the proposed Project will be 55% or lower: 14 pts, - The Average Income for the proposed Project will be 56% or lower: 12 pts	16	16	





Scoring - Minimum Project Score

- > 9% projects need a minimum score of 53 points;
- Partial points will not be awarded;
- Scoring criteria and information needed to obtain points in QAP and checklist;
- Deficiency correction used only to address incomplete applications or forms, obtain clarifications, or correct certain correctable threshold items – never scoring or allocation setaside requirements.





Scoring Criterion A - 3 or 5 points

- Nonprofit, New Mexico Housing Authority (NMHA), Tribally Designated Housing Entity (TDHE), Tribal Housing Authority (THA), or government ownership
- ➤ Tier 1 or Tier 2 requirements in application and checklist
- ➤ Federal Nonprofit Set-Aside ≠ Scoring Requirement
- Reviewed/audited financial statements for net worth/assets
- Document developer fee split with agreement among parties





Scoring Criterion A - 3 or 5 points

- Qualifying entity required to attend most recent QAP training
- ➤ Indicate on checklist if submitting as a qualified nonprofit, NMHA, TDHE, THA or government entity
- ➤ ROFR provisions in Investor LOI and in LPA





Scoring Criterion A - Right of First Refusal

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION

Section 42(i)(7) Right of First Refusal Certification

0

The undersigned certifies that the qualified nonprofit or government agency (as applicable) participating in the Owner entity will receive a First Right of Refusal described in Internal Revenue Code Section 42(i)(7) by including all the provisions found in Section V.A of New Mexico's 9% LIHTC Qualified Allocation Plan in the applicable Limited Partnership or Operating Agreement with the investor.

The undersigned further acknowledges that failure to include the ROFR provisions shall result in the cancellation of the award of Low Income Housing Tax Credits, including any Reservation or Reservation Contract, Binding Commitment and/or Carryover Allocation. Failure of the Applicant to qualify for requested points under QAP Section V.A shall not waive the requirement to meet the provisions regarding the ROFR in QAP Section V.A.

Name			
Applicant Entity Name			
Title			
Date			
ACKNOWLEDGMENTS:			
STATE OF			
COUNTY OF)			
The foregoing instrument was acknowledged before me thisasas	day of c	 f	_, 20 by
	Notary Public:		
My commission expires:			

- Required for points under Scoring Criterion A
- ➤ No points awarded if other documents submitted with Application contradict or limit the terms of the ROFR
- No points if ROFR provisions are not in Investor LOI
- Nonprofits, Housing Authorities, Tribal and other government entities must receive the ROFR to qualify for points.
- > Failure to receive points does not waive ROFR.
- Insert Certification at Tab 16a



Scoring Criterion B - up to 6 points

Locational Efficiency

- Projects located in proximity and connected to:
 - 1) services and/or
 - public transportation (new option for proximity to frequent transportation stops)
- List each amenity on the Locational Efficiency Score Worksheet (Tab 17a)
- Insert maps
- Insert additional documentation
 - Route Schedule, alternate transportation, etc.



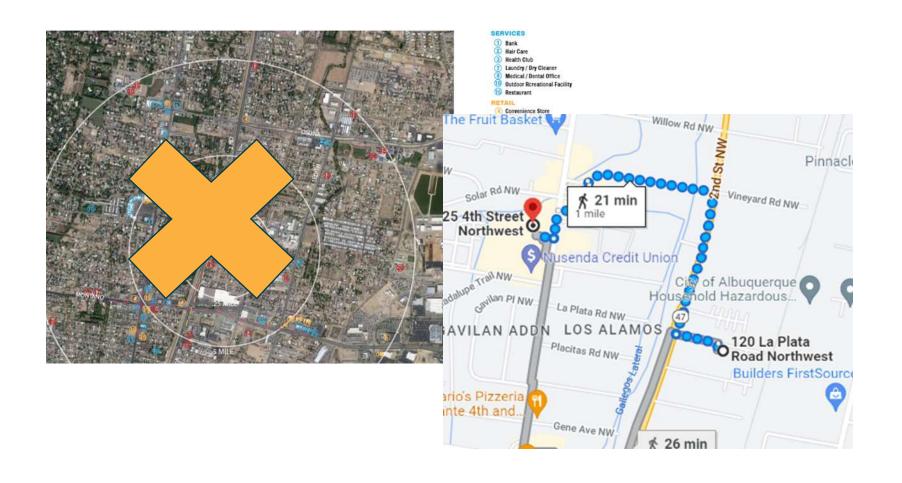


Description (e.g., Pharmacy,

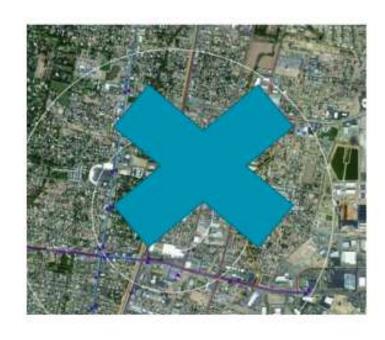
Scoring Criterion B - Locational Efficiency Worksheet

2026 HOUSING	NEW MEXICO UNIVERSAL LIHTC Project Sel Locational Efficien		
Project Nam	ne: 0		
Select Location:	Urban Area If Rural/Tribal, is map demorthis classification inserted?	nstrating eligibility for	 Distance based on location and number of facilities
down boxes. Ente		lect type of facility, and distance from drop ription of each facility. Attach separate ma cility using Google Maps.	
Type of Facility Supermarket	Name/Address/Descriptio Name of Supermarket, Farm Address Line 1 City, State, Zip Code Description (e.g., Pharmacy,	er's Market, etc. 1 Mile	Bus service must be existing and scheduled (i.e., not upon request)
	Name of Facility Address Line 1 City, State, Zip Code Description (e.g., Pharmacy,	Bank, Public Park)	Insert supporting information (maps, bus schedules)
	Name of Facility Address Line 1 City, State, Zip Code Description (e.g., Pharmacy,	Pank Dublic Dark)	
	Name of Facility Address Line 1 City, State, Zip Code Description (e.g., Pharmacy,		ce and frequency from drop-down boxes. Insert route o showing actual walking distance and transportation claimed for points.
	Name of Facility Address Line 1 City, State, Zip Code	Transporation Type Commuter Bus Rou Insert Route N	Route Number Distance*: Frequency*** umber/Name here 1/4 Mile Frequent









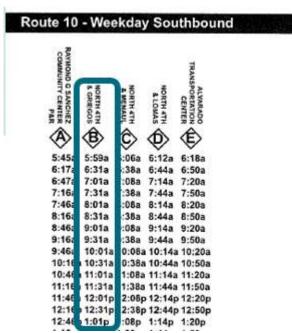






- Frequent Transportation
 - ¼ mile walk distance
 - One hour headways Monday Friday for at least three hours
 - Insert schedule and show which stop is claimed







Scoring Criterion C - up to 5 points

Rehabilitation Projects

- Points available on a scale for projects that were last placed in service 21 – 29 years ago.
- Scope of work required at Application
- Cost thresholds for moderate/substantial rehab
- Detailed narrative + prelim relocation plan due
- Information on existing debt for feasibility analysis
- Capital Needs Assessment





Rehabilitation Worksheet

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Rehabilitation Worksheet

Project:	0

35	Number of units rehabilitated
8,000,000	Rehabilitation construction cost
45	Total number of units
77.78%	Percentage of units rehabilitated
228,571	Construction cost per rehabilitated unit

To be eligible for points under this criterion, the following requirements must be met as a threshold before considering the age of the property:

1) At least 51% of total Units are rehabilitation units,

and

2) Rehabilitation construction cost of at least \$25,000 per unit for moderate rehabilitation or; Rehabilitation construction cost of at least \$45,000 per unit for substantial rehabilitation

and

3) More than 20 years have elapsed since issuance of certificates of occupancy or the Units were Placed In Service and/or it has been 20 years since the Project's prior rehabilitation utilizing tax credits as a source of funding was finished and those Units were Placed In Service ("the 20-year requirement").

Last building must have been PIS:

- > 21 Years = 1 point (before 1/20/2005)
- > 23 Years = 2 points (before 1/20/2003)
- > 25 Years = 3 points (before 1/20/2001)
- > 27 Years = 4 points (before 1/20/1999)
- > 29 Years = 5 points (before 1/20/1997)

Submit one of the following to establish PIS:

- ➤ If LIHTC, must submit Form 8609 for each building AND
- > LIHTC LURA

Non-LIHTC may submit:

- Certificate of Occupancy
- > Property Tax Records
- > Insert at Tab 18



Scoring Criterion D - 6, 8, 10 points

Sustaining Affordability

10 points:

- Existing subsidized use restrictions expire by December 31, 2029;
- QC eligible;
- Imminent risk of conversion to market rate; or
- Future federal RA contract covering at least 75% of all units





Sustaining Affordability

8 points:

- Projects that have an existing federal rental assistance contract covering at least 75% of all units; or
- those utilizing a conversion of existing federal rental assistance (e.g., RAD)

6 points:

Projects that have/will have a federal rental assistance contract covering at least 20 percent of all units





Sustaining Affordability

Underwrite HUD Post-Rehab Rents:

- Rent Comparability Study
- those utilizing a conversion of existing federal rental assistance (e.g., RAD)

Underwrite Current HUD Rents:

- Provide documentation of current OCAF-based rents, or
- Published payment standard





Scoring Criterion E - 12, 14, 16 points

Income Levels of Tenants

- ➤ Point requirements based on Project election and location (urban or rural)
- ➤ For 20/50 or 40/60 election, points based on percentage of units at or below 50% AMI
- ➤ For Average Income election, points based on average income of units
- Rural projects receive same number of points for fewer units at lower incomes





Scoring Criterion F - 2 points

Market Rate Units

- ➤ Minimum 15% of the total units.
- ➤ If Average Income election under §42(g)(1)(C) in Criterion E then ineligible for points in Criterion F.
- ➤ Include market rate units on Schedule B and Page 2 of Tab 2





Scoring Criterion G – up to 8 points

Extended Use Period

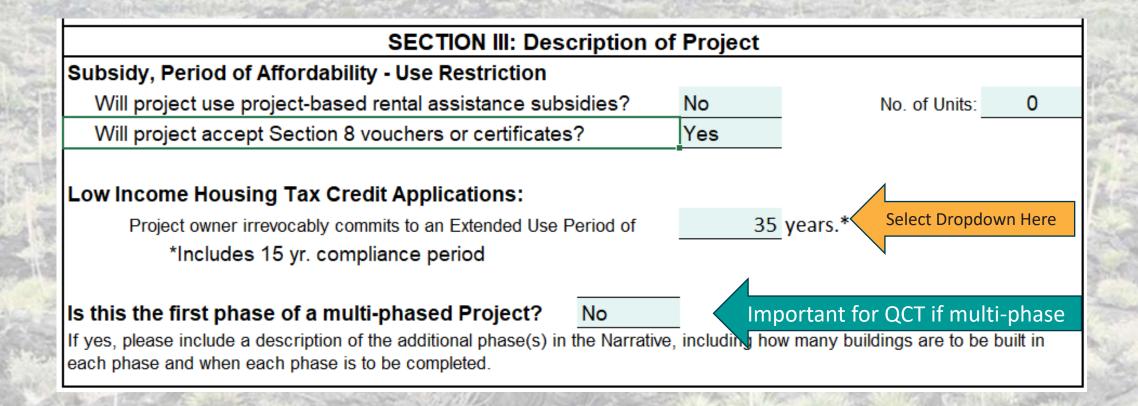
- ➤ Five points for 35-year Extended Use Period.
- ➤ Plus one point for each additional five years over 35, up to 50 years
- Indicate on Page 1 of Tab 2 (Application form)

SECTION III: Description of Project							
Subsidy, Period of Affordability - Use Restriction							
Will project use project-based rental assistance subsidies?	No	No. of Units: 0					
Will project accept Section 8 vouchers or certificates?	Yes						
Low Income Housing Tax Credit Applications: Project owner irrevocably commits to an Extended Use Period of *Includes 15 yr. compliance period	35	years.*					
Is this the first phase of a multi-phased Project? No If yes, please include a description of the additional phase(s) in the Narrative each phase and when each phase is to be completed.	e, including ho	ow many buildings are to be built in					





Scoring Criterion G – Period of Affordability





Scoring Criteria H - J

All three priorities, special housing needs, senior housing and households with children are required to:

- Comply with Fair Housing Act requirements;
- Services must be provided throughout entire Affordability Period; and
- ➤ Owners may not allow for more than a 30-day gap in service.





Scoring Criterion H - up to 5 points

Special Housing Needs

- ➤ 20% of the units reserved for special housing needs households and services provided (to be eligible at least 10% of units restricted at 30% AMI or permanent rental subsidy support)
- ➤ Threshold: Service Coordination Certification plus at least 2 services + proposed budget
- Up to 5 points available for deeper services
- > Service Provider Letter:
 - Experience (at least 3 years)
 - Staffing capacity
 - Service to be provided with frequency and any nominal fee







2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION
LIHTC Project Selection Criteria
Households with Special Housing Needs Use Certification and Scoring Detail

0

I have read and understand the definition of "Households with special housing needs" as defined in the 2026 9% LIHTC Qualified Allocation Plan. Project Owner commits to reserve units for Households with special housing needs as outlined below.

Check the box on the right below if the Applicant is seeking points under this Project Selection Criterion:

20 percent of the units are reserved as special housing needs units. In addition, Project Owner commits to rent restricting at least 10 percent of the special needs units at 30 percent of AMI, or at 30 percent of tenant's income via a rental assistance contract that is secured at the time of application.

Check the box on the right below if Project Applicant is seeking additional scoring points under Project Selection Criterion 20 "Other Points Available" at 2026 9% LIHTC QAP Section V.T.1.b

Applicant further agrees to restrict an *additional 5 percent* of the total units in the Project to residents earning 30 percent or less of AMI, which units may have permanent rental subsidy support with a project based federal rental assistance contract that ensures residents do not pay rent in excess of 30 percent of their adjusted income.

"Reserved" will mean that the units may not be rented to other households unless the unit has been marketed for 30 days and no qualified households have been referred or identified.

Project Owner commits to providing a Service Coordination Plan ("Plan") and Service Budget at time of submission of their 2026 LIHTC Application.

Recognizing that circumstances change over time, the Supportive Services Plan may evolve as needs of residents and market conditions change. Project Owner must obtain Housing New Mexico approval prior to instituting changes to the Service Coordination Plan, and the new services must provide a similar level of service to the residents.

The certification for this statement occurs in the Omnibus Certification under Tab 1c. If requesting points under this



Check the box on the right below if the Applicant is seeking points under this Project Selection Criterion:

20 percent of the units are reserved as special housing needs units. In addition, Project Owner commits to rent restricting at least 10 percent of the special needs units at 30 percent of AMI, or at 30 percent of tenant's income via a rental assistance contract that is secured at the time of application.





Check the box on the right below if Project Applicant is seeking additional scoring points under Project Selection Criterion 20 "Other Points Available" at 2026 9% LIHTC QAP Section V.T.1.b

Applicant further agrees to restrict an *additional 5 percent* of the total units in the Project to residents earning 30 percent or less of AMI, which units may have permanent rental subsidy support with a project based federal rental assistance contract that ensures residents do not pay rent in excess of 30 percent of their adjusted income.





If claiming the additional points under Criterion T, the second box must be checked, and the applicable unit mix must be consistent throughout the Application.



2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Service Coordination Plan and Budget							
Project Name:	0			Number of Units: 45			
	[for service coo	ordination plan]					
Email:				Phone:			
Applicants requesting consideration for points for a Project in which Units are reserved for Households with Special Housing Needs (Project Selection Criterion H) are required to submit a Service Coordination Plan ("Plan"), which Plan demonstrates satisfaction of items a, b, c, and d (outlined in the QAP). In addition to supplying the Plan, Applicant shall certify to Housing New Mexico that it will meet the reporting requirements in the LURA. The below items must be filled out, but additional Plan materials are expected. Note: Threshold Services described in this Service Coordination Plan and Budget may not							
duplicate Additio	onal Coordinated S			II of QAP Section III.E.8.			
On-Site Service							
# hours/week?	5	Coordinator hire	ed? Yes (attach	resume)			
	vill the service co						
in the on-site of	fice designated fo	or this staff positi	on.				
Threshold Coordinated Service #1: Life Skills							
Enter service provider name and attach resume ABC Life Skills Corp							
Frequency of Se	rvice:	1	Monthly				
Annual Cost:	to Owner:	2,000	to Resident:	\$0			
Location:		On-Site					

Frequency of S	ervice:		Monthly	
Annual Cost:	to Owner:	2,000	to Resident: \$0	
Location:		On-Site		
Off-Site Locati	on (if applicable)			
			it will be delivered and how it is actively linked to ife skills classes in the on-site community	Project)

- > Include Letter from Service Provider
- Marketing Narrative explains how units will be marketed to targeted population



Budget

Revenue Sources	\$ Amount					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Property operating budget	2,500	2,500	2,500	2,500	2,500	12,500
Management company budget	1	-	1	1	1	-
Owner contribution	1	-	1	1	1	-
Grant:	1	-	1	1	1	-
Other:	1	-	1	1	1	-
Other:	-	-	-	-	-	-
Total:	2,500	2,500	2,500	2,500	2,500	12,500

Expenses	\$ Annual					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Personnel (salary/fringe)	2,400	2,400	2,400	2,400	2,400	12,000
Training	-	-	-	-	-	1
Office Supplies	100	100	100	100	100	500
Transportation	-	-	-	-	-	1
Total:	2,500	2,500	2,500	2,500	2,500	12,500

<u>Budget Narrative</u>- Include detail below on expenses and sources of funds other than operating funds for the service coordination to be provided for this project:

All social services funding will come from the operating budget for the property, as listed on line 49 of the operating budget submitted at Tab 5a.

- Budget for Supportive Services must balance
- > Must include Personnel expenses
- > Explain sources other than operating budget.



Scoring Criterion I - up to 5 points

Senior Housing

- > 80% @ 55+ or 100% @ 62+ of total units reserved for Senior Housing.
- Points based on services provided.
- Design requirements mandatory for points.
- On-site service coordinator required for service points.
- ➤ The proposed project annual operating budget must include a reasonable budget for the provision of enrichment services.
- Senior Fair Housing Certification required
- > (see Tab 21d of application).





2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION

Fair Housing Act Certification for Senior Housing Facilities

The "Housing for Older Persons" Exemption: The Fair Housing Act specifically exempts some senior housing facilities and communities from liability for familial status discrimination. Exempt senior housing facilities or communities can lawfully refuse to sell or rent dwellings to families with minor children. In order to qualify for the "housing for older persons" exemption, a facility or community must prove that its housing is:

- Provided under any State or Federal program that HUD has determined to be specifically designed and operated to assist elderly persons (as defined in the State or Federal program); or
- 2. Intended for, and solely occupied by persons 62 years of age or older; or
- 3. Intended and operated for occupancy by persons 55 years of age or older in compliance with 24 CFR Part 100 Final Rule Housing for Older Persons Act (HOPA).

OWNER CERTIFICATION:

[Name of Project] will comply wi	ith the exemption from familial status discrimination because:
(choose one):	
The project is provided under a state or federal program operated to assist elderly persons. [Name of state or federal program]	n that HUD has determined to be specifically designed and
The project will be intended for and solely occupied by	persons 62 years of age or older.
The project will be intended and operated for persons 5 found in 24 CFR Part 100 Final Rule - Housing for Olde	55 years of age or older and will comply with the requirements or Persons Act (HOPA).
Executed this day of, 20_ by:	
Name:	Name:



Scoring Criterion J - up to 4 points

Households with Children

- ➤ At least 25% of the total units reserved for Households with Children.
- Points based on services provided.
- Design requirements mandatory for points.
- On-site service coordinator required for service points.
- ➤ The proposed project annual operating budget must include a reasonable amount for the provision of social services.





Households with Children

Unit Mix Requirements								
	% of Total Units							
3/3+ bedrooms and 2 baths	10%							
2 bedrooms and 2 baths	15%							
Total:	25%							

See Scoring Criterion J for unit requirements "At least" = Round down, not up

Unit Mix Calculations							
	Units						
3/3+ bedrooms and 2 baths	10						
2 bedrooms and 2 baths	50						
Total	60						
Total Units in Project	68						
	% of Total Units						
3/3+ bedrooms and 2 baths	14.70%						
2 bedrooms and 2 baths	73.50%						



Scoring Criteria H – J (continued)

Frequent Errors for Criteria H - J

- ➤ Information for service providers missing
- Marketing plan missing (targeted Special Needs)
- > Service Budget:
 - Missing entirely
 - > Sources/Uses don't balance
 - Sources to pay for services not identified on budget
 - Only stating that a source is providing a service without including the amount that source is paying
- ➤ Not clearly explaining how the service will be provided on site





Scoring Criteria H – J Sample Budget

Budget

Revenue Sources	\$ Amount						
	Year 1	Year 2	Year 3	Year 4	Year 5	Total	
Property operating budget	2,500	2,500	2,500	2,500	2,500	12,500	
Management company budget	-	-	-	-	-	-	
Owner contribution	250	250	250	250	250	1,250	
Grant:	10,000	10,000	10,000	10,000	10,000	50,000	
Other:						-	
Other:						_	
Tota	12,750	12,750	12,750	12,750	12,750	63,750	

Expenses	\$ Annual						
	Year 1	Year 2	Year 3	Year 4	Year 5	Total	
Personnel (salary/fringe)	10,000	10,000	10,000	10,000	10,000	50,000	
Training	2,000	2,000	2,000	2,000	2,000	10,000	
Office Supplies	500	500	500	500	500	2,500	
Transportation	250	250	250	250	250	1,250	
Tota	12,750	12,750	12,750	12,750	12,750	63,750	



Scoring Criteria H - J

Service	Special Needs	Seniors	HH w Children
Food Pantry	*		
Free Transportation Services	*		
Health Promotion/disease prevention/wellness classes or blood pressure or other health screening	*		
Quarterly on-site or online security awareness training	*	*	*
Case Management Services	*		
Daily prepared meals		*	
Bi-monthly health and nutrition education		*	*
Quarterly blood pressure or other health screening		*	*
Quarterly technology training		*	*
Social events designed to build community		*	
Beyond Financial Literacy		*	*
Gardening (4 classes/yr)		*	*
Estate Planning / End of Life Planning		*	
Semi-annual Medicaid/Medicare screening		*	
Semi-annual CPR training			*
Weekly tutoring during the school year			*
Quarterly job training, search assistance and/or placement			*
Food Resources Program: 1) assist with SNAP, USDA 2) daily youth lunches when school not in session 3) after-school snack program twice weekly			*
Quarterly Youth Character Building			*





Scoring Criteria H - J example

Recognizing that circumstances change over time, the Supportive Services Plan may evolve as needs of residents and market conditions change. Project Owner must obtain Housing New Mexico approval prior to instituting changes to the Service Coordination Plan, and the new services must provide a similar level of service to the residents.

[The certification for this statement occurs in the Omnibus Certification under Tab 1c. If requesting points under this scoring criterion, please include this statement under Tab 20a.]

Services Provided	Selection	Points			
Threshold requirement - Project Applicants requesting consideration for points for Project in which units are reserved for Households with Special Housing are required to submit a Service Coordination Plan ("Plan")(See Tab 20c). The Plan, along with all provisions described in 2026 QAP Section V.H and required post-award reporting shall be satisfied in order to achieve threshold and be eligible for points in this category.	YES				
At least two services or programs must be offered on a monthly or quarterly basis as a threshold requirement and documented in this application. These services may be the same as those listed below, or other services, but points are only available for services selected above and beyond those chosen for this threshold requirement.					
Applicant can choose from the following additional services to qualify for up to 5 poir Application must include a letter from the qualified service provider described at 202 the Application. An MOU or service contract between the Project Owner and the serv required before the 50% completion meeting.	6 QAP Section V.H	l.1.f with			
Food pantry - onsite, or contiguous and accessible to the property and of adequate size with reasonably sufficient quantities of food, both perishable and non-perishable. (2 points)	YES	2			
Enter name of food provider to the right and attach letter described in 2026 QAP Section V.H.1.f.	Roadrunner Fo	od Bank			
Where will food pantry be located?	On-Site Communi	ity Building			
Briefly describe the process and frequency for residents to access food pantry below:					



Common Errors on Applications!

- Self Score more points than eligible
- Information for service providers missing
- Marketing plan to targeted Special Needs population missing
- Service Budgets
 - Missing
 - Sources/Uses don't balance
 - Sources to pay for services not identified
 - Only stating that a source is providing services without include the amount they are paying

Priority Populations

Frequent Errors

Budget

Revenue Sources	\$ Amount					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Property operating budget	2,500	2,500	2,500	2,500	2,500	12,500
Management company budget	1	-	-	-	-	-
Owner contribution	250	250	250	250	250	1,250
Grant:	10,000	10,000	10,000	10,000	10,000	50,000
Other:	-	-	-	-	-	-
Other:		-	-	-	-	-
Total:	12,750	12,750	12,750	12,750	12,750	63,750

Expenses		\$ Annual					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total	
Personnel (salary/fringe)	10,000	10,000	10,000	10,000	10,000	50,000	
Training	2,000	2,000	2,000	2,000	2,000	10,000	
Office Supplies	500	500	500	500	500	2,500	
Transportation	250	250	250	250	250	1,250	
Total:	12,750	12,750	12,750	12,750	12,750	63,750	



Scoring Criterion K - up to 10 points

Leveraging Resources

- ➤ Up to 10 points for eligible contribution corresponding to the percentage of TDC contributed.
- Whole points only rounded down
 - \triangleright (e.g., 2.7% = 2 points)
- ➤ The value of the contribution must be listed as a source on Schedule A-1 and, when not a cash contribution, the corresponding cost must be listed as a cost on Schedule A.





- ➤ Unrelated 3rd party
 - Cash grant, donated land/building
- ➤ General Partner
 - Deferred Developer Fee, donated land/building, loaned sales proceeds
- > Government
 - Cash, soft loan with no required payment
 - > Construction permit fee waivers
 - Land/Buildings
- > Tribal
 - Cash, soft loan with no required payment
 - > Land (5 points)





Developer Fee must be able to be repaid within 15 years. In this example, \$500,000 is reduced to \$477,590.

Annual Projections (Post Construction	1	2	13	14	15
Period)					
Income					
Effective Gross Income (EGI)	489,377	499,165	620,648	633,061	645,723
Expenses					
Total Expenses	318,720	327,988	449,793	462,914	476,422
Net Operating Income	170,657	171,177	170,856	170,147	169,301
Annual Debt Service (Hard Debt)					
First Mortgage	139,727	139,727	139,727	139,727	139,727
Total Debt Service	139,727	139,727	139,727	139,727	139,727
Net Project Cash Flow	30,930	31,450	31,129	30,420	29,574
Debt Service Coverage - First	1.22	1.23	1.22	1.22	1.21
Debt Service Coverage - All Debt	1.22	1.23	1.22	1.22	1.21
Deferred Developer Fee	469,070	437,620	82,404	51,984	22,410

Leveraging Resources Worksheet

TBD Apartments

Total development cost	\$	23,000,000			
Amount or value and description of leverage					
Housing New Mexico/MFA HOME	\$	800,000			
Housing New Mexico/MFA NHTF	\$	400,000			
Federal Home Loan Bank/AHP	\$	500,000			
Deferred Developer Fee	\$	500,000			
	\$	-			
Contribution/total development cost		9.6%			
Eligible points					
The amount or value of the resource must be listed as a source on Schedule A-1 and, when not a cash contribution, as a cost on Schedule A. Total development cost must be as listed in Cell C:98 on Schedule A.					

Housing New Mexico funds not eligible – Results in \$1,200,000 reduction.

AHP \$500,000 + Deferred Developer Fee \$477,590 = \$977,590. When divided by TDC = 4.25% for 4 points.



Leveraging Resources - Exclusions

- Sources with hard payments during the affordability period
- ➤ Housing New Mexico/MFA funds
- > Tax abatements
- Remediation paid by previous owner
- Non-verifiable/non-measurable (e.g., in-kind)
- ➤ Stale (i.e., earlier than 1/20/2023)
- Proceeds of a loan of a capitalized lease payment





Scoring Criterion L - 2 points

Commitment to market units to public housing authority waiting lists

➤ Include letter to PHA or Tribally Designated Housing Entity committing to market units to their waitlist





Scoring Criterion M – 3 or 5 points

QCT/CCRP:

Eligible for 3 points if:

Contribute to Concerted Community Revitalization Plan,

Eligible for 5 points if:

> Contribute to a CCRP

AND

Project located within a 2026 QCT

No points if only located in QCT





What is a CCRP?

- ➤ NMSA 1978 Section 3-60A-4 (Metropolitan Redevelopment Plan)
- Formal plan covering a <u>defined</u> subarea of the jurisdiction
 - Enacted/Adopted by Jurisdiction
 - Project site located within boundaries
 - Sometimes called a "Section Plan" by local government
- Project must <u>contribute</u> to the CCRP
 - Not merely located within boundaries

A CCRP is **not** a local jurisdiction's:

- ➤ Affordable Housing Plan
- > HUD Consolidated Plan
- General Planning or Zoning document
- > Resource allocation document

Scattered Sites

> All sites must be within boundaries of CCRP



CCRP example:

Meet each of the criteria for the type of CCRP selected for points.

(Yellow box to the right will automatically select "YES" if all criteria are met.)

Describe the specific housing activity promoted in the CCRP.

Include page number in plan where the specific housing activity is promoted in the plan, for which the project qualifies.

Criterion	Requirement(s)		Criteria Met
	Metropolitan Redevelopment Plan As defined in NMSA 1978 Section 3-60A-4 prepared and enacted by a local, county or tribal government prior to the Application deadline and:		
	-includes a housing activity promoted by the plan and the project contributes to that housing activity The project is located within the geographic boundaries defined in the		NO
	CCRP described above.		
	Other Concerted Community Revitalization Plan Formal plan covering a defined subarea of the jurisdiction that includes the site that has been enacted or adopted by a local, county or tribal government the Application Deadline that:		
Concerted Community	-was enacted or adopted by the local, county or tribal government before January 20, 2026	YES	
	-includes a housing activity promoted by the plan and the project contributes to that housing activity	YES	
	-specifies a defined geographic area to be revitalized that is smaller thar the jurisdiction of the government that enacted or adopted the plan	YES	YES
	-is not the jurisdiction's HUD 5-year Consolidated Plan or Annual Action Plan	YES	
	-is not the jurisdiction's Affordable Housing Plan submitted to qualify under NMSA 1978 Section 6-27-3	YES	
	-is not the jurisdiction's general plan or other zoning ordinance.	YES	
	The project is located within the geographic boundaries defined in the CCRP described above.	YES	
	Description of the specific housing activity promoted in the plan		
	Section 5 of the plan includes a goal to develop affordable housing.		
	Page number(s) of the plan describing the specific housing activity promoted:	25	



What needs to be in Tab 25:

- ➤ Tab 25a of Application properly completed
- Describe specific housing activity
- ➤ Insert page number of the CCRP where that housing activity is found in the CCRP
- CCRP documentation must be included in Application
- ➤ If QCT include map showing project within boundaries of QCT





Scoring Criterion N - 2 points

Projects with Units Intended for Eventual Tenant Ownership

- ➤ Cannot be combined with Extended Use Period Points
- ➤ Additional requirements for Tenant Conversion Plan





Scoring Criterion O - 2 points

Historic Significance

- ➤ Include National Register of Historic Places (Part 1) certification
- ➤ If scattered site at least 10% of GSF of entire Project must be historic building(s)
- ➤ If federal Historic Tax Credits are a financing source – NPS Part 2 required at Application





Scoring Criterion P - 5 points

Blighted Buildings or Reuse of Brownfield Site

- Blighted Building(s):
 - Can't be combined with Rehabilitation Criterion
 - Blighted Building(s) demolished
 = 10% of the GSF of entire
 project
 - Determination of blight
 - Demolition Budget
- Brownfield:
 - Phase II Environmental Assessment
 - Remediation Budget
 - Scope of work





Scoring Criterion P - 1, 3, or 5 Points

Efficient Use of Credits

- Scoring thresholds and related points vary depending on type of project (see next slides)
 - New Construction (includes adaptive reuse)
 - Substantial Rehabilitation (see Glossary definition)
 - Moderate Rehabilitation
- Limits also depend on whether the project is:
 - Tribal
 - PSH
 - 80% Efficiency and One-Bedroom Units
 - All other



Tribal Projects

New Construction Projects					
	5 Points	3 Points	1 Point		
Low-Income Unit AND	\$29,692.70	\$31,426.46	\$0.00		
Low-Income Square Foot	\$27.81	\$30.51	\$0.00		
Low-Income Unit OR			\$29,692.70		
Low-Income Square Foot			\$27.81		
Substanti	al Rehabilitation P	rojects			
	5 points	3 points	1 point		
Low-Income Unit AND	\$27,526.54	\$29,043.58	\$0.00		
Low-Income Square Foot	\$2,432.42	\$26.70	\$0.00		
Low-Income Unit OR			\$27,526.54		
Low-Income Square Foot			\$2,432.42		
Moderate	Rehabilitation Pr	ojects			
	5 points	3 points	1 point		
Low-Income Unit AND	\$25,358.30	\$26,659.66	\$0.00		
Low-Income Square Foot	\$20.87	\$22.87	\$0.00		
Low-Income Unit OR			\$25,358.30		
Low-Income Square Foot			\$20.87		



Permanent Supportive Housing Projects

New Construction Projects						
	5 Points	3 Points	1 Point			
	O T OIIILO	01011113	11 01110			
Low-Income Unit	\$29,692.70	\$31,426.46	N/A			
Substa	ntial Rehabilitation Proj	ects				
	5 points	3 points	1 point			
Low-Income Unit	\$27,526.54	\$29,043.58	N/A			
Moder	ate Rehabilitation Proje	cts				
	5 points	3 points	1 point			
Low-Income Unit	\$25,358.30	\$26,659.66	N/A			



80% Efficiency & One-Bedroom Projects

New Construction Projects				
	5 Points	3 Points	1 Point	
Low-Income Unit AND	\$28,946.57	\$30,604.99		
Low-Income Square Foot	\$27.81	\$30.51		
Low-Income Unit OR			\$28,946.57	
Low-Income Square Foot			\$27.81	
Substanti	al Rehabilitation P	rojects		
	5 points	3 points	1 point	
Low-Income Unit AND	\$26,873.28	\$28,325.30		
Low-Income Square Foot	\$24.32	\$26.70		
Low-Income Unit OR			\$26,873.28	
Low-Income Square Foot			\$24.32	
Moderat	e Rehabilitation Pr	ojects		
	5 points	3 points	1 point	
Low-Income Unit AND	\$24,798.96	\$26,043.55		
Low-Income Square Foot	\$20.87	\$22.87		
Low-Income Unit OR			\$24,798.96	
Low-Income Square Foot			\$20.87	



All Other Projects

New C	Construction Proje	ects	
	5 Points	3 Points	1 Point
Low-Income Unit AND	\$28,946.57	\$30,604.99	
Low-Income Square Foot	\$26.60	\$29.17	
Low-Income Unit OR			\$28,946.57
Low-Income Square Foot			\$26.60
Substanti	al Rehabilitation P	rojects	
	5 points	3 points	1 point
Low-Income Unit AND	\$26,873.28	\$28,325.30	
Low-Income Square Foot	\$23.26	\$25.55	
Low-Income Unit OR			\$26,873.28
Low-Income Square Foot			\$23.26
Moderate	e Rehabilitation Pr	ojects	
	5 points	3 points	1 point
Low-Income Unit AND	\$24,798.96	\$26,043.55	
Low-Income Square Foot	\$19.96	\$21.88	
Low-Income Unit OR			\$24,798.96
Low-Income Square Foot			\$19.96



Efficient Use of Credits Worksheet

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Efficient Use of Credits Worksheet

0

49,500	Sum of each building's gross square feet (1)
100.00%	Project applicable fraction
49,500	Adjusted square feet
45	Low income units
1,300,000	Tax credit request
26.26	Tax credits per low income square foot
28,888	Tax credits per low income unit

"Building's Gross Square Feet" means the sum of the gross square feet on each floor of a building.

"Gross Square Feet" means the area that includes all enclosed space as measured from the exterior face of the building walls, and means everything under the roof, including storage and patios.

(1) Must match total square feet (minus commercial space) on page 3 of the Universal Rental Development application form as well as the gross square feet listed on the site plan. Do not include garages and/or structured parking.

Assuming a new construction, this Project qualifies for 5 points for "All other Projects"

- > Requests less than \$28,946.57/LI-Unit
- > Requests less than \$26.60/LI sf



Scoring Criterion Q - 4 or 6 points

Non-Smoking Properties

- Smoke Free at Home program:
 - Platinum certification = 6 points (NC)
 - Gold certification = 6
 points (Rehab/Adaptive
 Reuse)
 - Silver certification = 4
 points (All project types)





Scoring Criterion Q - Non-Smoking Certification

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Non-Smoking Property Certification Selection Form

Project Owner(s)		and	
certify	0	to be a no	on-smoking property and participate in the Smoke
Free at Home New Mexico	program and obtain one of the following	ng Certificat	ions (check applicable box) and provide
	ion to Housing New Mexico no later tha	_	
		onstruction	projects which do not allow smoking at any time
on any pert of the p	project property); OR		
Smoke Free at Hom	ne NM Gold Certification (for rehabilitat	ion and/or	adaptive reuse projects on which no smoking is
	ne on any part of the project property); C		adaptive rease projects on which no smoking is
	NA 60 0 0 0 0 0		
			habilitation and/or adaptive reuse projects nor within 25 feet of all entry ways and windows
of the project build		iiiiOii ai cas,	nor within 25 reet of all entry ways and windows
	3.7		
-			II: 1) provide space to the Smoke Free at Home
	king cessation seminars for tenants of th	ne Project, a	nd 2) incorporate a smoke-free addendum into all
tenant leases.			
	IDGE /\0.000 : D		
Housing New Mexico will	l not issue IRS Form(s) 8609 unless Pro	ject Owner	meets all of the above requirements.

6 pts:
New Construction Platinum or
Acq/Rehab &/or Adaptive Reuse Gold

4 points:

Silver



Scoring Criterion R - 2 points

Adaptive Reuse Projects

- Commercial space converted to residential rental Units
- In combined new construction and Adaptive Reuse Projects, space converted to Units must account for at least 20 percent of the Project's Gross Square Feet.
 - Schedule A & D for entire
 Project, for just conversion and
 for new construction
- Not eligible for Rehabilitation points





Scoring Criterion R - Adaptive Reuse Worksheet

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Adaptive Reuse Worksheet

0

45,900	Sum of each building's gross square feet (1)
10,000	Building's gross square feet adapted (2)
22%	Percentage of building's gross square footage rehabilitated (3)

"Building's Gross Square Feet" means the sum of the gross square feet on each floor of a building.

"Gross Square Feet" means the area that includes all enclosed space as measured from the exterior face of the building walls.

- (1) Must match total square feet on page 3 of the Universal Rental Development application form as well as the gross square feet listed on the site plan
- (2) Must match gross square feet of space converted to multifamily residential rental Units listed on site plan
- (3) Must equal at 20% or more to qualify as Adaptive Reuse Project.



Scoring Criterion S - 3, 6 or 9 points

Underserved Communities:

- ➤ Small Projects 35 Units or less
 - ➤ No rehabilitation
 - ➤ No adaptive reuse
 - Market study supports need
- ➤ Located in town, municipality, or Census Designated Place with a population under 16,000
 - > 2020 Census
 - Market Study supports need
- ➤ No "Active" LIHTC Projects:
 - Reservation or 42(m) letter in 2021 or later





Scoring Criterion S - Underserved Communities

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Underserved Communities

0

Criterion	Requirement(s)	Criterion Met	Points
(ii)	The project involves newly constructed units totaling 35 units or less and does not contain any rehab or adaptive reuse ¹ (3 points)	YES	3
(ii)	The project is to be located in a town, municipality, or CDP with a population less than 16,000 people ² (3 points)	YES	3
(iii)	The project is to be located in a town or municipality with no "active" LIHTC projects ³ (3 points)	YES	3
Total Points Requested (maximum of 9 points)			

^[1] Market Study must support need for the project to receive points.

- Market Study must indicate a capture rate of 10% or below
- > Insert 2020 Census Data for ii

^[2] Applicant must provide 2020 Census data to support population, and Market Study must support need for the project in order to receive points.

^[3] Market Study must support need for the project to receive points. "Active" means no LIHTC awards made in the town or municipality during the past five calendar years (i.e., 2021 or later)



Scoring Criterion T – 3 or 6 points

Other Scoring Points Available: Deep Affordability

- Show on Application Form & Schedule B
- ➤ Non-Special Needs Projects
 - > 5% Total Units @30% AMI
- ➤ Special Needs Projects
 - Additional 5% of Total Units @ 30% AMI





2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Other Scoring Points Worksheet

0

Criterion	Requirement(s)	Criterion Met	Points	
(2)	The Project is not in the housing priority for Households with Special Housing Needs and targets extremely low income residents, which includes income and rent restricting at least 5% of total Units in the Project to residents earning 30% or less of Area Median Income.		0	
(i)	OR:		0	
	For Projects in the Special Housing Needs housing priority category, the Project restricts an additional 5% of the total Units in the Project to residents earning 30% or less of Area Median Income. (3 points)			
(ii)	The project's resident selection criteria contain a preference for active duty, Honorably Discharged or retired US military Veterans ¹ (3 points)		0	
	Total Points Requested (maximum o	f 6 points)	0	

^[1] Applicant must provide Housing New Mexico Veteran Preference form indicating preference.

- (i) Applicable 30% AMI Units must be shown on Schedule B and Market Study
- (ii) Use Veterans form (following slide)



Scoring Criterion T – 3 or 6 points

Other Scoring Points Available:

- > Veteran Preference
 - Active Duty
 - > Honorably Discharged
 - Retired US military Veterans





Scoring Criterion T – Veteran's Preference

Other materials in Application must be consistent with this selection.

This form required for threshold for 4% LIHTC Projects

and for 9% LIHTC Points

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Project Selection Criteria Veteran Preference Form*

Project Owner(s)		Insert Owner entity here		and	If applicable, insert 2nd Owner entity here	
certify that		0		will inclu	ide a preference for Veterans that have served in	
the armed forces of the United States.						
Check the appropria	Check the appropriate box:					
Yes	Yes, the project's resident selection criteria will contain a preference for active duty, Honorably Discharged, or retired Umilitary Veterans.					
No, a veteran preference will not be offered. (Choice only available for 9% applications)						
*Required for 4% Threshold						



Other Scoring Points Available (continued)

TBD Apartments

2025 MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION LIHTC Selection Criteria Women and Minority Owned Business Form

Project Name:

Women and/or minorities are encouraged to participate in the ownership, development, or management of the Project. The minority or female individual(s) must serve as either:				
	Role:			
	Name of Company:			
A. The General Partner, manager or managing member of the Ownership Entity or Responsible Owner, must have at	Address of Company:			
least a 50% ownership interest in the Ownership Entity or	0/ 0 11 1 /			
Responsible Owner, or	Full Name of qualifying Person:			
	Signature of Qualifying Person:			
	•	- Visi	المراجعة المناطقة	

Only need to meet one of three criteria: A, B or C

- B. Must have at least 50% ownership interest in the participating business to qualify for the points. These businesses include any members of the development team (i.e. contractor, management company, consultant(s), architect, attorney, and accountant, etc.)
- C. Minority or female individuals must comprise at least 50% for points under Project Selection Criterion 1.

		Select from Dropdown list:
List all members of the board of directors:	Name of Board Member	Minority or Female individual?
	Susie Smith	Yes
	Gerald Jones	No
	Ernesto Montoya	Yes
	Janet Martinez	Yes
	John Sliwak	No

Yes



4% LIHTC Threshold Criteria

- Site Control
- Zoning
- Fees
- Market study vacancy rate in PMA of less than 10%
- Applicant Eligibility
- Financial Feasibility (1.20 DSCR but will consider 1.15 DSCR)
- Pre-Application Requirements



4% LIHTC Selection Criteria

- Located within 15 minutes of facility with fresh produce
- At least moderate rehabilitation (for rehabilitation project)
- Meet all criteria for a targeted population
- Market to local PHA
- Platinum or Gold Smoke-Free at Home Certification
- Preference for veterans in tenant selection criteria
- 2026 Design Requirements (including HERS)
- Market study vacancy rate in PMA of less than 10%



Cost Certification

- Certification by a CPA is required to certify compliance with the 10% test as defined in Section II.F.1 of the 9% LIHTC Post-Award Processes and Requirements Handbook.
- Prior to the issuance of a LIHTC certification (IRS Form 8609), Housing New Mexico will require two Cost Certifications to be prepared, one by an independent CPA and executed by both the CPA and Project Owner, and a second Cost Certification prepared and executed by the general contractor. The Cost Certification prepared and executed by the general contractor should reflect real costs to the general contractor, but those costs may not be reflected in the CPA-prepared Cost Certification if the project entered into a Maximum Guaranteed Price or Stipulated Sum Contract for example. In those cases, the owner-incurred costs should be reflected in the CPA-prepared document, regardless of the general contractor costs. The general contractor Cost Certification may not meet Housing New Mexico cost requirements if a Maximum Guaranteed Price or Stipulated Sum Contract was utilized.



Cost Certification (Form A)

- Housing New Mexico audit may be required
- Fully substantiate all line-item balances
 - invoices, settlement statements, cancelled checks, lien release waivers
- Details how balance of each line is tabulated available
- Consistency between supporting documents and Form A





General Contractor's Cost Certification

- Not required for Stipulated Sum Contracts
- Not required for Maximum Guaranteed Price Contracts
- Actual costs incurred by the GC
- Fully completed
 - Vendor names
 - Relationship between parties
 - Invoices
 - Payroll Details
 - Cancelled Checks
 - Lien Release Waivers





Mandatory Design Standards

Part A: Mandatory Design Standards for Multifamily Housing

The following Design Standards, including the Housing New Mexico | New Mexico Mortgage Finance Authority (MFA) ("Housing New Mexico") 2026 Submission Instructions for Preliminary Architectural Documentation for Multifamily Housing Applications, contained herein as **Part B**, represent the minimum requirements for New Mexico Mortgage Finance Authority (Housing New Mexico) financed rental housing and are herewith incorporated by reference into Housing New Mexico's 2026 Qualified Allocation Plan (QAP). Capitalized terms are defined either herein or in the QAP.

Housing New Mexico values excellence in design because well designed housing meets the needs of tenants, attracts market tenants and promotes community acceptance of housing financed by Housing New Mexico. All Projects shall meet or exceed each of these standards, as well as the minimum requirements of all applicable building codes (hereinafter referred to as "Code"), regulations, and local zoning ordinances. In addition, Projects shall meet Americans with Disabilities Act (ADA) and Fair Housing Act (FHA) requirements as applicable. Depending on the funding sources and other partners' requirements, the Project may also be subject to Uniform Federal Accessibility Standards (UFAS) requirements. Projects receiving HOME and/or HOME-ARP funding must meet the property standards of 24 CFR 92.251. Projects receiving National Housing Trust Funds must meet the property standards of 24 CFR 93.301 (f) (1) and (2). Projects receiving Coronavirus State and Local Fiscal Recovery Funds pursuant to the Final Rule published May 17, 2021, as amended, must meet the property standards of HOME and/or National Housing Trust Fund, as applicable. The Project Owner shall not commence construction on a Project or request disbursements of Housing New Mexico gap financing prior to receipt of Housing New Mexico's written approval of complete construction documents. The development team is responsible to know and meet all accessibility requirements for their Project. Housing New Mexico will not be reviewing submissions with the intent to identify compliance with these various laws, codes, and ordinances governing the design of the projects. Should we find a discrepancy in a design that does not meet a law, code, or ordinance, we will, as a courtesy, inform the designer of our findings. Our review does not constitute nor represent the project's compliance with all applicable laws, codes, or ordinances; and development team members may

- Conceptual Plans reviewed with Application
- Permit-Ready Plans reviewed before construction
- Must receive Housing New Mexico written approval before beginning construction and before receiving 8609s



Mandatory Design Standards

- ➤ Separate sections for new construction, rehab and special projects (i.e., single room occupancy and adaptive reuse).
- ➤ Sub-sections on general design, site design and development, building design and construction, unit design.
- Updated yearly and posted on Housing NM's website.
- ➤ Housing New Mexico:
 - > Reviews and approves plans, and
 - Inspects the Project for compliance



2026 Qualified Allocation Plan Workshop





Award Process

- Applications due in January
- Each application is reviewed by multiple staff members from Housing Development and other departments for both completeness and scoring
- The Tax Credit Program Manager and Analyst review each application for financial feasibility and threshold requirements (site control, zoning, fees paid, compliance etc.)





Award Process (continued)

- ➤ The Policy Committee reviews staff work and following their approval deficiency corrections and supplemental information requests are sent out
- Staff make site visits to all top scoring projects
- Process and proposed awards are presented to the Allocation Review Committee (ARC)
- Preliminary Award letters are sent out (March)
- ➤ ARC presents recommendations to the Board for approval (May)
- Final Reservation Award letters are issued





Post-Award Processes and Requirements

- Project must place-in-service or receive a carryover award by the end of the allocation year
- Requirements for carryover include:
 - > Full financing commitments
 - Full zoning (if land had no zoning/agricultural at application)
- ➤ 10% Test NM deadline August 31st the following year
 - Project must prove that they have spent 10% of eligible basis costs
- > Two years following carryover
 - Project must place-in-service
 - LURA issued, memorializing the requirements agreed upon in the application.
- ➤ IRS Form 8609 allows Project Owner entity to claim tax credits.





Underwriting Supplement

STATE OF NEW MEXICO

HOUSING DEVELOPMENT PROGRAMS

UNIVERSAL MULTIFAMILY UNDERWRITING SUPPLEMENT

Effective as of December 1, 2025



NEW MEXICO MORTGAGE FINANCE AUTHORITY

- > Incorporated into QAP as Appendix
- All Applications must meet Underwriting Supplement Standards
- Virtually all financial criteria moved to this document in 2026
- Gap Financing Term Sheets included
- Financial Feasibility Threshold can't be corrected with a Deficiency Correction – read this document carefully



Application Review

Universal Rental Development Application

New Mexico Mortgage Finance Authority



_	425 Jefferson Street NE Ibuquerque, NM 87109 505-843-6880	INEW MI	EXICO MFA
Date of Application: 1/20/2025		For Housing New Mexico Project Number:	Use
SECTION I: Application Type			
Application for Tax Credit Projects	: Federal Tax Credit		
Amt of Annual Federal Credit Requested	\$ 1,700,000		
Amount of State Credit Requested	: \$ -		
Set-Aside	: Federal No	nprofit Set-Aside Only	
Federal Tax Credit Application Type	: Init	ial Application	
Development Activity Type:		ew Construction	
Federal Tax Credit Activity Type: New Construction without Tax Exempt Bonds			
If using Tax Exempt Bonds, will Housing New Mexico be the Issuer?			
If Applicant is applying for MFA loans, please check all appropriate boxes below and include on Schedule A-1:			
☐ HOME ☑ National	National Housing Trust Fund (NHTF)		
	New Mexico Housing Trust Fund (NMHTF)		
☐ Risk Share ☐ Preservati	Preservation Revolving Loan Fund (USDA PRLF)		
☐ Ventana Fund*☐ NM Prese	NM Preservation Loan Fund (NMPLF)**		
Checking any of the above boxes indicates this Universal Rental Development Application will also serve as an initial			
application for the loan(s) indicated, and all items listed in the applicable subsection of the Attachments Checklist must			
be submitted as part of this application. Loan application fees are not required to be submitted with 9% applications			
but will be payable should the project receive a preliminary Tax Credit Reservation Letter. Upon issuance of the preliminary			
Tax Credit Reservation Letter, Housing New Mexico staff will contact the Applicant if additional loan materials are required.			
*Application will be forwarded to Ventana Fund for review			

** With the exception of the Housing Authority Initiative and Bridge Initiative, LIHTC resyndications are not eligible.

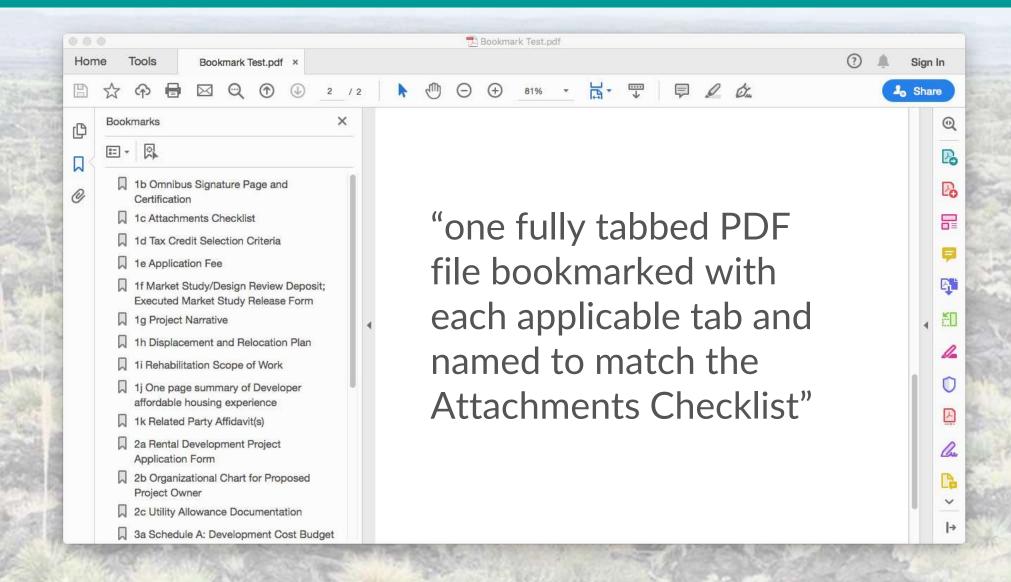
Universal Rental Development Application

- > LIHTC
- > HOME
- > NHTF
- > NMHTF
- > Risk Share
- > NM State Tax Credits
- > Primero
- Ventana Fund*

^{*}Ventana Fund - not Housing New Mexico funds



Application Form of Submission





Application Form of Submission

The following documents are to be uploaded as separate files:

- Market Study
- > Appraisal
- Capital Needs Assessment
- Architectural Plans and Specifications

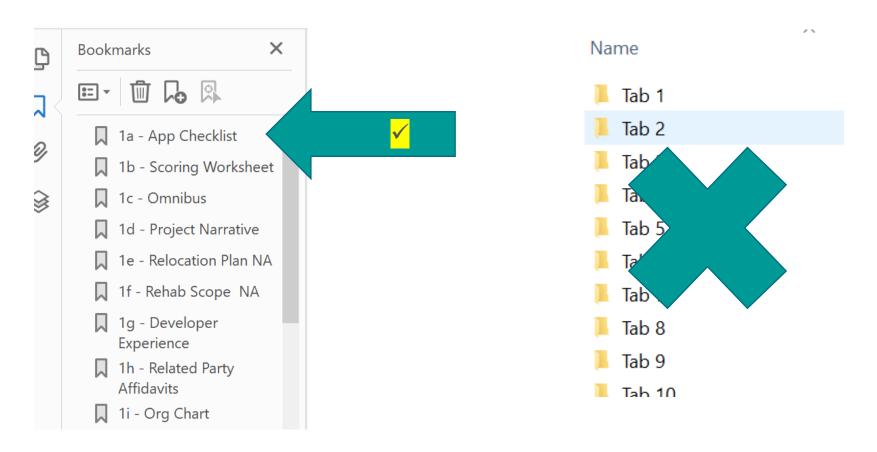
Upload all to Secure File Transfer:

https://mfa.internal.housingnm.org/SFT_HD/





Common Errors on Applications!

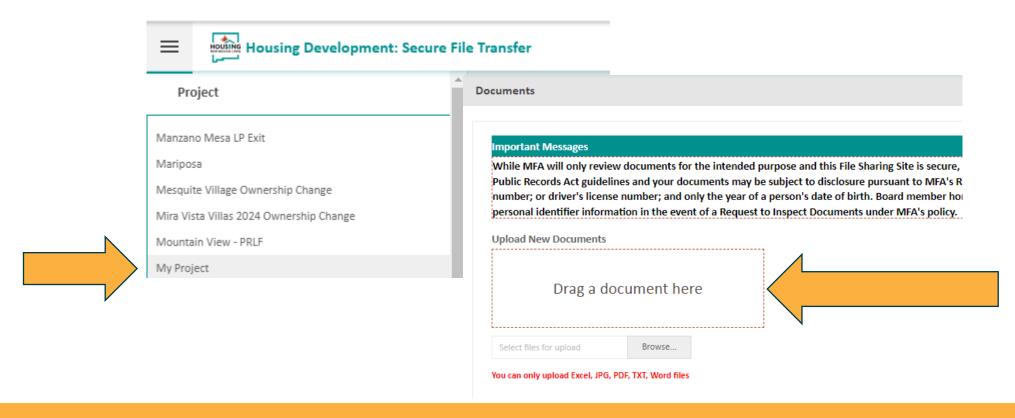


Make sure that you have the Excel File, the Market Study, Architectural plans, CNA and the PDF uploaded before the deadline on January 20 at 12PM



Low-Income Housing Tax Credits

- Register for account your project assigned to your account
- https://mfa.internal.housingnm.org/SFT_HD/



Application Checklist

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION

Attachments Checklist

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Note that this Attachments Checklist is not an exhaustive list of all items to be included in a submission. Please see the most recent QAP for additional items that may be required for any LIHTC allocation request.

I. Required Items for all Applicants

Tab #	Document or Schedule Required (Tab *s in blue-green have provided application materials)		For Houring Mou Mozica Uro
Required for Application	Application Fee (\$750 Non Profit; \$1,500 For Profit) Any Housing New Mexico Loan Product (\$250 each, \$1,000 for Risk Share Program) Housing New Mexico Loan Product fee is required at application unless the Applicant is also competing in the 9% LIHTC round, in which case Housing New Mexico Loan fees are required following an award.	х	
Required for Application	Design Review Fee (\$12,000)	Х	
Roquirod for Application	Provide evidence that a representative such as a board member, officer, director or staff member has attended the Housing New Mexico QAP training held on October 22, 2025	X	
1a	Universal Rental Development Application Attachments Checklist	X	
1b	LIHTC Project Selection Criteria Scoring Worksheet (#requesting a LIHTC allocation)	Х	
10	Omnibus Signature Page and Certification	X	
1d	Project Narrative	X	
1e	Displacement and Relocation Plan /// applicable/	N/A	
1f	Rehabilitation Scope of Work (if applicable)	N/A	
1g	One-page summary of Developer affordable housing experience	Х	
1h	Related Party Affidavits	X	
1i	Organizational Chart(s) for Proposed Project Owner and any other related party interests among the Development Team	X	
1j	Applicant's Certification (for review, signature covered in Omnibus)	X	
1k	Return of Tax Credit Reservation or Allocation (for review, signature covered in Omnibus) /// requesting a 3% LIHTC allocation/	X	
11	Compliance Affidavit: VITH SCHEDULE OF EXPERIENCE (see footnote to QAP Section IV.E) - examples to attach to compliance affidavit: HUD Form 2530, Housing New Mexico/IMFA Schedule H from previous applications, real estate owned schedule provided to lender. Include all principals with same schedule of experience on one Compliance Affidavit form.	х	
1l Samples	Schedule of Experience Samples - These are examples of acceptable forms to attach to compliance affidavit at Tab II		
2	Universal Rental Development Application Form	X	
3a	Schedule A: Development Cost Budget - See Part II Worksheets	X	
3Ь	Schedule A.1: Sources of Funds - See Part II Worksheets	X	
4a	Schedule B: Unit Type and Rent Summary - See Part II Worksheets	X	
4b	Copy of Federal Rental Assistance Contract (# applicable) , Copy of Federally Approved Rent Schedule indicating Approved Rents and Utility Allowances, and Letter from USDA (# applicable)	N/A	



Financial Feasibility

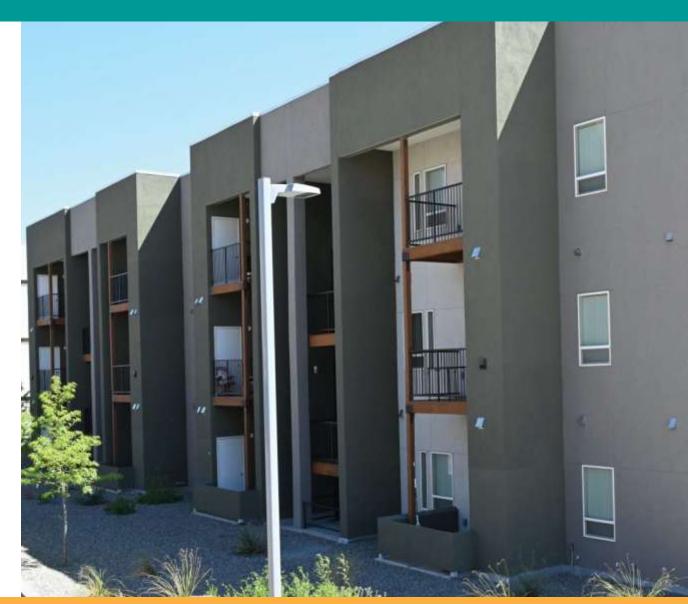
- Credit cannot exceed amount Housing New Mexico determines is necessary for financial feasibility and long-term viability as low-income housing.
- Housing New Mexico must consider:
 - All sources and uses of funds;
 - > Equity from Credits; and
 - Reasonableness of development and operating costs.
- Evaluation occurs three times (application, carryover allocation, completion/8609's).
- Criteria in Underwriting Supplement





Threshold Items for Application

- Site control
 - legally enforceable purchase contract or purchase option, or
 - written governmental commitment to transfer or convey the property to applicant by deed or lease ("transfer commitment"), or
 - Recorded deed or recorded lease
- Zoning
- Fees
- Market Study
- Applicant eligibility
- Financial Feasibility
- Pre-Application Requirements (Intent/QAP Training)





Omnibus Signature Page and Certification

Omnibus Signature Page and Certification

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION

OMNIBUS SIGNATURE PAGE AND CERTIFICATION

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("Applicant" as that term is further defined below) is submitting an application to the New Mexico Mortgage Finance Authority (Housing New Mexico | MFA) ("Housing New Mexico") for the Low Income Housing Tax Credit ("UHTC") program pursuant to the State of New Mexico Housing Tax Credit Program Qualified Allocation Plan Effective as of December 1, 2025 (the "QAP") and/or for MFA funded loans² (collectively referred to as the "Application" or "Applications"). In conjunction with this Application(s), Applicant herewith certifies that:

- 1. Applicant understands and agrees that it is executing this 2026 Universal Rental Development Application Omnibus Signature Page & Application Certification (the "Certification") as part of its Application, that Housing New Mexico is entitled to rely on Applicant's representations and certifications contained herein in conjunction with the Application, and that any misrepresentation by Applicant contained in this Certification or in any part of the Application(s) may be cause for Housing New Mexico, in Housing New Mexico's sole discretion, to reject the Application(s), to revoke or rescind any reservation or award of tax credits to Applicant that may have been made pursuant to the QAP (if submitting an application for a LIHTC allocation), and to revoke or rescind any award of Housing New Mexico loans that may have been made in connection with an Application(s).
- 2. Applicant understands and agrees that the signature(s) below of its authorized representative(s) constitute an "omnibus" signature that is applicable to every document, certification, and assurance that must be executed or submitted in connection with its Applicantion, including, without limitation, all Schedules required to be executed by Applicant and any other documents otherwise requiring a signature or other acknowledgement by Applicant. By signing this Certification, Applicant hereby acknowledges that it has read the QAP (if submitting an application for a LIHTC allocation) and all forms required to be submitted with its Application and hereby certifies that its signature(s) on this Certification shall apply with equal force to each and every document, certification, schedule, or other assurance that is or must be made by Applicant in conjunction with its Application.
- 3. Applicant will abide by all applicable Federal and State of New Mexico laws and all applicable statutory, regulatory, and judicially created rules and guidelines.
- 4. All information contained in Applicant's Application submitted of even date herewith is accurate and complete and contains no misstal
- 5. Applicant has fully completed and is submitting with its Application Housing New Mexico's Universal Rental Development Application at Tab 11, which identifies all of Applicant's projects, and certifies that: (a) no mortgage on a project listed on such certificate has ever bee United States government or foreclosed, nor has any mortgage relief been given; (b) there has to been a suspension or termination of parasistance contract in which the Applicant has had a legal or beneficial interest; (c) it has not been suspended, debarred or otherwise rest agency of the fedderal government or any state government from doing business with such department or agency because of misconduct of delinquent on any debt or non-tax judgment lien; and (d) it has not defaulted on any obligation covered by a surety or performance bond.
- Applicant has read and understands the "Communications and Quiet Period" and "Prohibited Activities" sections of the QAP (Sections and herewith agrees to abide by these provisions, if making an application for a LIHTC allocation.
- 7. Applicant hereby certifies and affirms, as a condition to Applicant's Application, that Applicant has not directly or indirectly entered int any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with its Application. Further, Applicant interest', as defined in Section IX of the QAP, between or among the Developer, builder/general contractor, design professionals, and/or: in writing to Housing New Mexico and attached to this Applicant Certification.
- 8. No political contribution or gift valued in excess of \$250.00 (singularly or in the aggregate) has been made by Applicant or on Applicar of the State of New Mexico who is currently serving, or who has served, on the Housing New Mexico Board of Directors in the past three
- Applicant has no current or proposed business transaction with Housing New Mexico or any of its officers or employees, or, if Applica
 loan, with Ventana Fund or any of its officers or employees, that would constitute a conflict of interest, nor is Applicant aware of any othe
 may give rise to a claim of conflict of interest. Further, Applicant certifies that it has no interest, direct or indirect, that would conflict in a
 STAT
- 10. There is no pending or threatened litigation that would impair the Applicant's ability to perform its obligations if awarded tax credits in
- 11. Applicant is an Equal Opportunity Employer and complies fully with all government regulations regarding nondiscriminatory employm understands that Housing New Mexico will monitor its performance under and compliance with terms contained in any loan agreement(s) resulting from its Application and in accordance with the QAP for all applicants requesting a LIHTC allocation). Applicant further understa agreement it enters into with Housing New Mexico will be binding in all respects.
- 12. Applicant will comply with all applicable Federal statutory and regulatory requirements including, without limitation: Title VIII of the F Civil Rights Act of 1964, the Equal Credit Opportunity Act, the Age Discrimination Act of 1975, Executive Order 12898, the Americans wiscomposed for the Rehabilitation Act of 1973.

- Must be signed by principal of each entity that is part of Owner entity
- Not syndicator
- > Blue ink and scan
- Must be notarized

By:	
Name:	Name.
Title:	Tribe:
Date:	Date:
and the second s	ACKNOWLEDGMENT(S) APPEAR ON THE FOLLOWING PAGE) G NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION
2020 HOUSIN	OMNIBUS SIGNATURE PAGE AND CERTIFICATION
IOWLEDGMENT:	
EOF)	
i	
NTY OL) pregoing instrument was duly acknowledged before m	
NTY OL) pregoing instrument was duly acknowledged before mo	



Project Narrative

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION Narrative Description of Project

Project Name:

Project Address:

The Project Narrative provides an opportunity for the Applicant to describe the characteristics of the project, including its strengths and weaknesses, and is required to be submitted in conformance with the below. This Narrative shall include a description of the project as proposed; why the Applicant believes it should be selected for an award of tax credits and the need for the project within the community; population being served; bedroom mix; location; amenities (both in and around the project); unique features; services (if provided); description of energy efficiencies and effective use of resources; type of financing (local, state and federal subsidies, etc.). This document shall not exceed five (5) pages with 0.8 margins and minimum font size of 11 points. A failure to provide any of the information required will result in a determination, in Housing New Mexico's sole discretion, that an 1 preduction is incomplete.

In addition, this Larrative shall address the following:

- Sescribe how the project meets the following criteria:
 - Market conditions;
 - Readiness-to-proceed;
 - c. Overall financial feasibility and viability (including syndicator interest and tax credit equity pricing);
 - Experience and track record of development and management team, including, but not limited to, their ability to bring a tax credit project in on time and on budget;
 - Cost reasonableness and cost containment measures undertaken, including, but not limited to, whether Applicate relied upon any third party cost estimates, e.g. Swift Marshall, Enterprise, etc.;
 - f. Proximity to existing tax credit developments; and
 - g. Site suitability (including, but not limited to, remediation issues, elevation/grade issues).
- State ther Applicant has obtained a Phase I, II and/or Phase I II Environmental Site Assessment(s) describe any
 issues either the dor otherwise known in any Environmental Site Assessment and describe but these issues will or
 have been mitigated.

You may provide additional documentation that supports this Narrative by attaching it to the Narrative. Each supporting document should include a brief description of what is contained in the document and the purpose for which it is being

- Include all information requested
- Place on letterhead and scan



Displacement/Relocation Plan

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION Displacement / Relocation Plan

Project Name:

Project Address:

This Displacement/Relocation Plan provides an opportunity for the Applicant to describe the *preliminary* displacement/ relocation plan for the project. (A full relocation plan will be due with the Carryover Application submittal.) You may provide additional documentation that supports this preliminary displacement/relocation plan by attaching it. Each supporting document should include a brief description of what is contained in the document and the purpose for which it is being submitted. This preliminary displacement/relocation plan shall address the following in detail:

- Any potential permanent, temporary or economic displacement/relocation issues or concerns;
- Any planning or preparation that has already occurred concerning displacement/relocation, e.g. vacant units not filled, etc.
- If applicable, the number of current residents to be relocated; that is, required to completely move out of their current unit and length of time of relocation.
- If applicable, the number of current residents to be displaced; that is, required to vacate their unit during certain daylight hours (not a complete move-out) and length of time of displacement.
- Whether displacement/relocation will occur in phases and if so, the number of units per phase and estimated time of displacement/relocation (both per phase and over the entire rehabilitation).
- If a complete move-out, where residents can be relocated during the rehabilitation, including the adequacy, sufficiency and location of other rental units;
- 7. How displacement/relocation can be minimized and how displacement/relocation expenses will be paid if incurred; and
- 8. Good faith estimate of displacement/relocation costs and how these amounts were determined.

The preliminary relocation/displacement plan should not be more than three pages. However, Applicants who wish to submit a full relocation plan with the initial Application may do so. More information and a sample template for a full relocation plan may be found on Housing New Mexico's website at the following URL:

https://housingnm.org/developers/federal-regulations/uniform-relocation-act

- Include all information requested
- Place on letterhead and scan
- > 9% Applications -
 - Preliminary Plan Required with Initial Application
 - Final Plan Required with Carryover Application
- > 4% Applications -
 - Final Plan Required with Initial Application (see website for requirements)



Related Party Affidavit

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION

Related Party Affidavit

C

The undersigned certifies there is no "Identity of Interest" (an "Identity of Interest" means any relationship that is based on shared family, shared employee(s) or financial ties) between or among the Developer, Project Owner, General Partner, consultant(s), builder (general contractor and identified subcontractors), property management agent, architect, attorney and/or accountant that would suggest that one entity may have control over or a financial interest in another. An "Identity of Interest" will be presumed if any of the following factors are present as between or among the above-listed entities: common or shared ownership of any of the above-listed entities; common family members as owners or investors in any of the above-listed entities even if the control is not exercised by a common owner or common investor, unless disclosed in writing to Housing New Mexico and attached to this Related Party Affidavit.

Initial One:

OR:

No related party relationships exist between or among the Developer and the Project Owner, General Partner, consultant(s), builder, property management agent, architect, attorney and/or accountant;

Attached hereto is a list of all related party relationships, including the nature of the relations, between and among the Developer and the Project Owner, General Partner, consultant(s), builder, property management agent, architect, attorney and/or accountant;

Name

eveloper - Company Name

Title

- ➤ The following members of the development team (see bottom of page 33 of 9% QAP for list) are required to complete the applicable form:
 - Developer
 - Project Owner(if formed)
 - General Contractor
 - Consultant(s)
 - > Architect
- Show Related Parties with Visual Diagram, if applicable



Return of Tax Credit Reservation or Allocation

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION Return of Tax Credit Reservation or Allocation

Project Name:	0	

Applications

➤ Required of all 9% LIHTC

> Insert at Tab 1k

Applicant's Agreement to Return Tax Credits to Housing New Mexico

I(We) hereby return the reservation and/or Carryover Allocation of Low Income Housing Tax Credits awarded to the above-cited project by Housing New Mexico, on the date that I fail to meet any one or more of the requirements set forth in the State of New Mexico Low Income Housing Tax Credit Program Qualified Allocation Plan Appendix B "9% LIHTC Post-Award Processes and Requirements Handbook" effective as of December 1, 2025 or fail to deliver the project as described in the Application regardless of whether points were awarded under any or all scoring criteria. I(We) further represent that as of the date on which I fail to meet any such requirements, these Tax Credits are to be considered voluntarily returned to Housing New Mexico without further action on my part, and I(We) will not thereafter make any attempt to utilize any Tax Credits for this project. This certification, however, is null and void as of the date on which Housing New Mexico determines, in its sole discretion, that I(We) have met all requirements.

[The certification for this statement occurs in the Omnibus Certification under Tab 1c. Please include this statement under Tab 1k.]

Compliance Certification

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION

Compliance Certification

0

The undersigned, a "Principal" ["Principal" is defined as an Applicant, any General Partner of an Applicant, and any officer, director, board member or any shareholder, managing member or affiliate of an Applicant. It also includes any entity receiving any part of a developer fee for a Project. For Project compliance purposes, "Principal" would include shareholders with interests of 25% percent or more, all officers of a corporation (including employees but excluding volunteer board members with no financial interest), all General Partners or members], hereby swears and affirms as follows:

The attached schedule of experience is a complete and accurate list of all federally subsidized or Low Income Housing Tax Credit or other federally financed multifamily housing projects in the United States ("Project" or "Projects") in which Principal and/or its related entities and Affiliates (listed below) has a direct or indirect financial interest. An indirect financial interest includes receiving any part of a developer fee for a Project. (See 9% QAP Footnote 6 at Section IV.E on page 33 for more information.)

List all Principals, related entities, Affiliates, officers, and all shareholders with greater than 25% interest covered by this certification below:

Name of Party	Role/Title

Name of Party	Role/Title

- Form simplified this year
- Insert at Tab 11
- Insert Schedule of Experience behind Compliance Affidavit
- ➢ If one of the Principals, related entities, Affiliates, officers, or shareholders have a different schedule of experience, they must fill out a separate compliance certification and insert their schedule of experience behind it

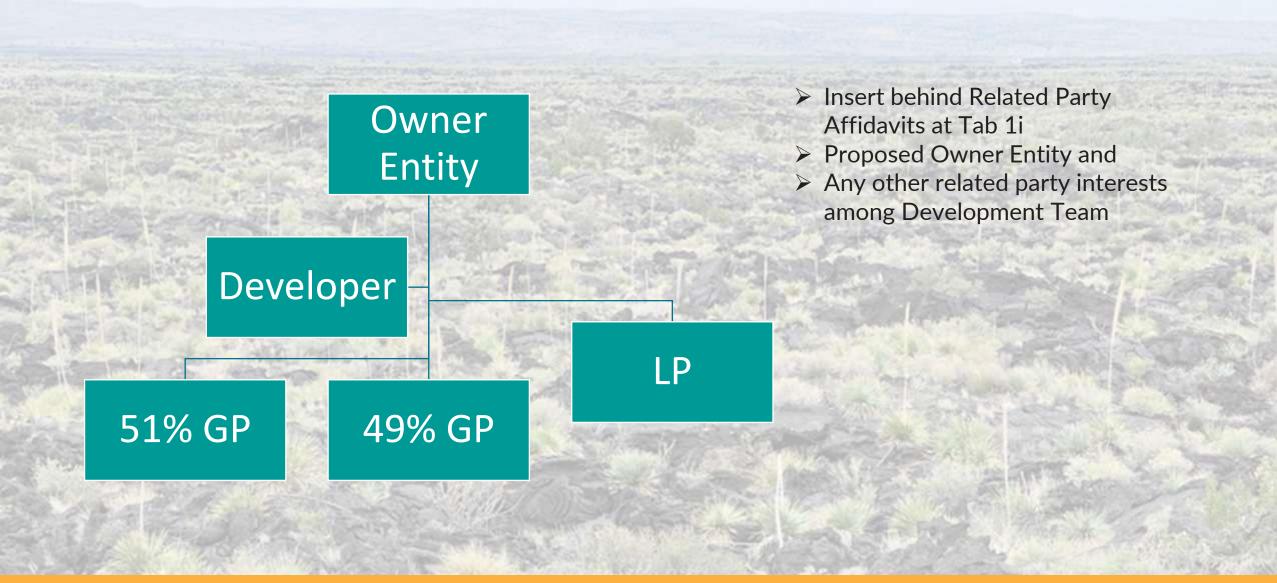


Compliance Certification

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION **Compliance Certification** 0 The undersigned, a "Principal" ["Principal" is defined a No person or entity listed above, or any Project listed on the attached complete schedule of experience of officer, director, board member or any shareholder, m Principal and its related entities and affiliates is in default with respect to any material compliance matter with respect to any Project. any entity receiving any part of a developer fee for a include shareholders with interests of 25% percent or excluding volunteer board members with no financial ir affirms as follows: Attached hereto is a list of all material compliance defaults with respect to any person or entity listed above or any Project, together with an explanation of corrective action being taken to resolve such defaults or findings. The attached schedule of experience is a complete a Housing Tax Credit or other federally financed mult Schedule of Experience must be attached to this certification. "Projects") in which Principal and/or its related entities interest. An indirect financial interest includes receivi Attach ONE of the following sample forms to the Compliance Affidavit at Tab 11: Footnote 6 at Section IV.E on page 33 for more information Signature MFA Schedule H from 2023 11-ex2 MFA Schedule H from 2022 Name and Title List all Principals, related entities, Affiliates, officers, and all sha 11-ex3 HUD Form 2530 - required for HUD 542(c) Risk Share loans below: 11-ex4 Sample Real Estate Owned Schedule - may also use one from your bank Company Name of Party Role/Title ACKNOWLEDGMENT: STATE OF COUNTY OF The foregoing instrument was acknowledged before me this _____ day of ______, 20___ by



Organization Chart





Tab 2 - Page 2

SECTION III: Description of Project (Continued)

Income, Rent and Occupancy Restrictions:

The minimum Federal set-aside (for Federal Tax Credit or Risk-Sharing projects only) is:

40% of Units at 60% of Area Median Income

Note that only Low income units as determined by the Project's Set Aside Election are eligible for Tax Credits. For example, if the 20/50 Election is chosen, only Units that are rent restricted and set aside for tenants whose income does not exceed 50% of Area Gross Median Income are qualified as Low Income Units.

List overall RENT & INCOME restrictions (including Units to be requested as Employee Units after PIS)

Designated Rent & Income Limit at:	%	of the area median income
Designated Rent & Income Limit at:	20	of the area median income
Designated Rent & Income Limit at:	30	of the area median income
Designated Rent & Income Limit at:	40	of the area median income
Designated Rent & Income Limit at:	50	of the area median income
Designated Rent & Income Limit at:	60	of the area median income
Designated Rent & Income Limit at:	70	of the area median income
Designated Rent & Income Limit at:	80	of the area median income
Market rate units (If employee unit here, Applicable fractio	n will be re	educed. Include them above.)
Total Rental Units		
	Designated Rent & Income Limit at: Market rate units (If employee unit here, Applicable fraction)	Designated Rent & Income Limit at: 70 Designated Rent & Income Limit at: 80 Market rate units (If employee unit here, Applicable fraction will be recommended)

77.78% Low Income Units at 50% AGMI or below

Average Income

Target Population Information:

Š	% of Units	Population Type		# of Units	
ì	25	Households with Child	ouseholds with Children		
	On-site Suppo	rtive Services provided?	Yes	Supp	ortive Services free t

On-site Supportive Services provided?

Yes

Number of handicap accessible units:

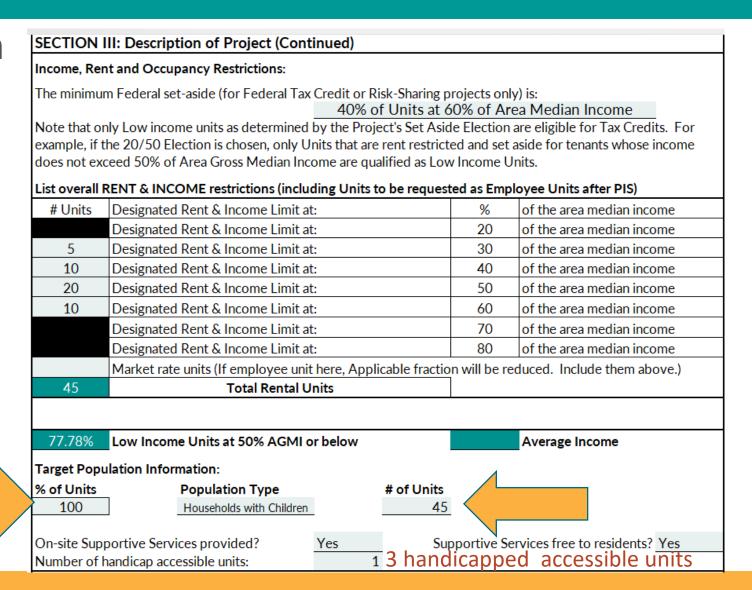
Supportive Services free to residents? Yes

- > Select federal set-aside
- Employee Units are not Market Rate Units
- LI Units at 50% AMGI affects Scoring Criterion E Income Levels of Tenants
- Target Population only needs to be amount required, but can be greater – it will be in LURA
- > To get points, services must be free and on-site
- Accessible Unit must be at least federal minimum (5%)



Common Errors on Applications!

Application Form





Common Errors on Applications!

Application Form

Target Population Information:

% of Units 80% Population Type

of Units

36

Must be aged 55+

Target Population Information:

% of Units

100%

Population Type

Seniors

Seniors

of Units

45

All Units are aged 62+

Target Population Information:

% of Units 25% **Population Type**

Special Needs

of Units



Site Information

Site Information			
Site control is in the form of: Deed Option Lease	□Purchase Contract		
Other			
Expiration date of contract, option or lease		ALL STREET, SALES	
		を	
Address:			
City:	State:	25879 17 colle	Service of the servic
Telephone:	Zip code:		
lethers of identity of interest between Donors and Caller?		Bridge Control of	The state of the s
Is there an identity of interest between Buyer and Seller?			
If yes, explain:			
14回 图 2 图 2 图 2 2 图 2 2 图 2 2 2 2 2 2 2 2	Area of site: Acres	OR Square Feet	
	A TOTAL OF SILE.	ON Square rece	
	1		
	Is site zoned for your development?		Zoning
	If no, is site currently in the	process of re-zoning?	Re-zoning
	When is the zoning	g issue to be resolved?	(month/year)
	Has locality approved site plan?		
	T - Jack Co.		
	Has locality issued building permit?		_
	Are all utilities presently available to the	site?	
	If no, which utilities need to b	be brought to the site?	
	Who has responsibility of br	ringing utilities to site?	
	1000000		



Buildings and Units

	Buildings and Units									
Enter Units and Buildings	# of Bldgs	New Construction Low income	Rehab Construction Low income	Market Units	Total Units	Common Area	Commercial Space	Total		
Buildings containing rental units	3	45		0	45			45		
Enter Square Feet										
Gross square feet in buildings w/rental - New Construction		45000			45000	2000	0	47000		
Gross square feet in buildings w/rental - Rehab/Adaptive		0	0	0	0	0	0	0		
Buildings without Rental Units	1							1		
Gross square feet in buildings w/o rental						2500	0	2500		
	Total Units	45	0	0				45		
	Total Sq. Ft.	45000	0	0		4500	0	49500		
Total number of elev	Total number of elevators0 Total number of floors2									



Amenities and Utility Allowance

Appliances and	Amenities	Provided	Without	Additional Charge:	
Appliances and	/ 1111/111/11/11/11/11/11/11/11/11/11/11	LIOVIGCG	* * I CHOUL	Additional Charge.	

Amenity/Appliance	Low-income Units		
Refrigerator	Yes		
Gas range	Yes		
Electric range	No		
Dishwasher	Yes		
Disposal	Yes		
Washer/Dryer Hookups	Yes		
Air Conditioning	Yes		
Carpet	No		
Drapes/shades	No		
Exhaust fan	Yes		
Range hood	Yes		
Other			

Monthly Utility Allowance Calculations:

Utilities	Type of Utility	Owner/	En	Enter Allowances by Bedroom Size					
1		Tenant	0-BR	1-BR	2BR	3-BR	4-BR		
Heating	Electric	Tenant		17	23	28			
Air Conditioning	Electric	Tenant		7	10	13			
Cooking	Gas	Tenant		5	8	10			
Lighting, etc.	Electric	Tenant		25	36	44			
Hot water		Owner							
Water/Sewer/Trash		Owner							
Service Charge-Gas		Tenant		8	8	8			
Service Charge-Elec		Tenant		8	8	8			
	Total Utility Allowar	nce for Units:	0	70	93	111	0		

Source of Utility Allowance Calculation:

specify source of utility allowance here

Note: Documentation to support Utility Allowance claims from source identified above must be submitted with this application. Failure to do so will result in the application being deemed incomplete.



Building Acquisition Information

	SECTION IV: Acquis	ition Proje	ects Only	
Building(s) are vacant:	•	No		
Does this project involve any re	location of tenants?	Yes		
If yes, please describe the propo	osed relocation assistance a	attach a copy	of the relocation plan a	at Tab 1e:
Residents will receive assistance	e in accordance with the re	location plan	attached at Tab 1e.	
Last date of occupancy mm/yy:			uction was completed:	1
Building(s) acquired or to be acqu	uired from: Unrelated pa	arty		
Building(s) acquired or to be acquired or to be acquired only):	uired with Buyer's basis (Fe	ederal tax	Not determined with basis	reference to Selle
Is this project a historic building	?		No	
Is the project located in a histori			No	
Is a HUD approval for Transfer		d?	Yes	
* *			No	
Are building(s) previously subsid	ilzed With Federal tax credi			
If yes, year of award	First year of	credit period	1	r is to be acquired
	First year of the builidng was placed in the date the building was pla	credit period service, the	date the building was or	
If yes, year of award List below, by address, the date the number of years between the	First year of the builidng was placed in the date the building was pla	credit period service, the aced in servi	date the building was or	on. Attach separat
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate	First year of the building was placed in the date the building was plation if necessary. Placed-in-service date (by	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by	on. Attach separa
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separat
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separai
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separat
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separai
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separat
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separat
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separat
If yes, year of award List below, by address, the date the number of years between the sheet(s) with additional informate Address(es) of building(s)	First year of the builidng was placed in the date the building was plation if necessary. Placed-in-service date (by most recent owner)	credit period service, the aced in service Proposed	date the building was or ce and date of acquisition date of acquisition by applicant	on. Attach separat



Development Team Contacts

	etely as possible. If unknown, ins				
Participant	Applicant ¹ Main contact	Developer ¹ (if different from Applicant) or Secondary Contact	Participating Non-Profit ¹ (Tertiary Contact)	Ownership Entity/Borrower ¹	General Partner ¹ / Managing Member ¹ of Ownership Entity/Borrow
Entity Name	main contact	or becomany contact	(rerdary contact)	ownership Endey/ Bollower	or ownership Endry, Borrow
Entity Address					
Entity City					
Entity State					
Entity Zip Code					
Contact First Name					<u> </u>
Contact Last Name					
Title					
Phone Number					
Email					
Federal Tax ID Number					
Organization Type					
Developer Fee Amount					
Identity of Interest ²					
Role in Owner/Borrowe % Ownership					
Role in Owner/Borrowe					
Role in Owner/Borrowe % Ownership	Co-GP/Co-MM/ additonal entity with interest in	Additional Entity ¹ with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Role in Owner/Borrowe % Ownership Participant	Co-GP/Co-MM/		General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Role in Owner/Borrowe % Ownership Participant Entity Name	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Role in Owner/Borrowe % Ownership Participant Entity Name Entity Address	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Role in Owner/Borrowe Cownership Participant Entity Name Entity Address Entity City	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Role in Owner/Borrowe % Ownership Participant Entity Name Entity Address Entity City Entity State	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity City Entity State Entity Zip Code	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity City Entity Zip Code Contact First Name	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity City Entity Zip Code Contact First Name Contact Last Name	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity State Entity State Entity Zip Code Contact First Name Contact Last Name	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity State Entity State Entity Zip Code Contact First Name Contact Last Name Title Phone Number	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity City Entity State Entity Zip Code Contact First Name Contact First Name Title Phone Number Email	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity City Entity State Entity Zip Code Contact First Name Contact Last Name Title Phone Number Email Federal Tax ID Number	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity State Entity State Entity Zip Code Contact First Name Contact First Name Title Phone Number Email Federal Tax ID Number Organization Type	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Participant Entity Name Entity Address Entity State Entity Zip Code Contact First Name Contact First Name Title Phone Number Email Federal Tax ID Number Organization Type Developer Fee Amount	Co-GP/Co-MM/ additonal entity with interest in	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)
Role in Owner/Borrowe	Co-GP/Co-MM/ additonal entity with interest in Ownership Entity/Borrower¹	with interest in	General Contractor ¹	Management Agent ¹	Consultant ¹ (Specify)





Borrower/Owner Entity & Nonprofit Determination

Note: MFA reserves Federal Tax Credits to the partnership and general partners. Reservations are not transferable. Any unapproved change in general partners status results in reservation. Commitment, or carryover forfeiture. Name of Borrower or Ownership Entity: On page 5, if Partnership, list all limited partners with a 25% or greater interest and all general partners; or if corporation/LLC, stockholders with a 10% or greater interest and all officers. Indicate "Title" is individual, Gen. Partner, Ltd Partner, Pres., Secy., Treas., Stockholder, etc. as appropriate Use "Other Contact" on page 7, if needed, to list all officers. (Federal Tax Credit. HOME, NHTF, and NMHTF Projects Only) If this project is to be considered for the Nonprofit Set-Aside, or for additional points for nonprofit participation, the following must be complete. To qualify for the nonprofit set-Aside, the applicant must materially participate in the development and operation of the project throughout the compliance period. Within the meaning of IRC 469N). Ta (nonprofit) shall be treated as materially participate in an activity only if the (nonprofit) owns an interest in involved in the development and operation of the project on a biosi which is regular, continuous or substantial. Nonprofit name: Street address: City: Contact person: El.N.: El.N.: Exempt purposes includes fostering of Low-Income Housing: Will the nonprofit hold a 51% or greater interest in the General Partner (if partnership) or in the managing member (if LLC) and receive at least 10% of the development, operation, and/or management of the project:	SECTION VI: Owner/Partnership/Borrower Information	
On page 5, if Partnership, list all limited partners with a 25% or greater interest and all general partners; or if corporation/LLC, stockholders with a 10% or greater interest and all officers. Indicate "Title" i.e individual, Gen. Partner, Ltd Partner, Pres., Secy., Treas., Stockholder, etc. as appropriate. Use "Other Contact" on page 7, if needed, to list all officers. (Federal Tax Identification Numbers are Required) SECTION VII: Nonprofit Determination [Federal Tax Credit, HOME, NHTF, and NMHTF Projects Only) If this project is to be considered for the Nonprofit Set-Aside, or for additional points for nonprofit participation, the following must be complete. To qualify for the nonprofit set-aside, the applicant must materially participate in the development and operation of the project throughout the compliance period. Within the meaning of IRC 495(h): "a (nonprofit) shall be treated as materially participating in an activity only if the (nonprofit) owns an interest in the project and is involved in the development and operation of the project on a basis which is regular, continuous or substantial." Nonprofit name: Street address: City: State: Zip code: Exemption Type: Exemption T		
corporation/LLC, stockholders with a 10% or greater interest and all officers. Indicate "Title" i.e individual, Gen. Partner, Ltd Partner, Pres., Secy., Treas., Stockholder, etc. as appropriate. Use "Other Contact" on page 7, if needed, to list all officers. (Federal Tax Identification Numbers are Required) SECTION VII: Nonprofit Determination (Federal Tax Credit, HOME, NHTF, and NMHTF Projects Only) If this project is to be considered for the Nonprofit Set-Aside, or for additional points for nonprofit participation, the following must be complete. To quality for the nonprofit set-aside, the applicant must materially participate in the development and operation of the project throughout the compliance period. Within the meaning of IRC 469(h), "a (nonprofit) shall be treated as materially participating in an activity only if the (nonprofit) owns an interest in the project and is involved in the development and operation of the project on a basis which is regular, continuous or substantial." Nonprofit name: Street address: City: State: City: State: Zip code: Contact person: Exemption Type: Exemption	Name of Borrower or Ownership Entity:	
(Federal Tax Credit, HOME, NHTF, and NMHTF Projects Only) If this project is to be considered for the Nonprofit Set-Aside, or for additional points for nonprofit participation, the following must be complete. To qualify for the nonprofit set-aside, the applicant must materially participate in the development and operation of the project throughout the compliance period. Within the meaning of IRC 496/lb, "a (nonprofit) shall be treated as materially participating in an activity only if the (nonprofit) owns an interest in the project and is involved in the development and operation of the project on a basis which is regular, continuous or substantial." Nonprofit name: Street address: City: State: Contact person: Exemption Type: Exempt purposes includes fostering of Low-Income Housing: Will the nonprofit hold a 51% or greater interest in the General Partner (if partnership) or in the managing member (if LLC) and receive at least 10% of the developer fee? SECTION VII: Nonprofit Determination (Continued)	corporation/LLC, stockholders with a 10% or greater interest and all office Ltd Partner, Pres., Secy., Treas., Stockholder, etc. as appropriate. Use "Oth	rs. Indicate "Title" i.e individual, Gen. Partner
If this project is to be considered for the Nonprofit Set-Aside, or for additional points for nonprofit participation, the following must be complete. To qualify for the nonprofit set-aside, the applicant must materially participate in the development and operation of the project throughout the compliance period. Within the meaning of IRC 469(h), "a (nonprofit) shall be treated as materially participating in an activity only if the (nonprofit) owns an interest in the project and is involved in the development and operation of the project on a basis which is regular, continuous or substantial." Nonprofit name:	SECTION VII: Nonprofit Determination	
Street address: City: State: Contact person: Exemption Type: Exempt purposes includes fostering of Low-Income Housing: Will the nonprofit hold a 51% or greater interest in the General Partner (if partnership) or in the managing member (if LLC) and receive at least 10% of the developer fee? SECTION VII: Nonprofit Determination (Continued)	If this project is to be considered for the Nonprofit Set-Aside, or for additional p must be complete. To qualify for the nonprofit set-aside, the applicant must may operation of the project throughout the compliance period. Within the meaning materially participating in an activity only if the (nonprofit) owns an interest in t	terially participate in the development and of IRC 469(h), "a (nonprofit) shall be treated as
Exempt purposes includes fostering of Low-Income Housing: Will the nonprofit hold a 51% or greater interest in the General Partner (if partnership) or in the managing member (if LLC) and receive at least 10% of the developer fee? SECTION VII: Nonprofit Determination (Continued)	Street address: City: State:	Telephone Zip code:
managing member (if LLC) and receive at least 10% of the developer fee? SECTION VII: Nonprofit Determination (Continued)		
Describe the nonprofit's participation in the development, operation, and/or management of the project:	SECTION VII: Nonprofit Determination (Continued)	
	Describe the nonprofit's participation in the development, operation,	and/or management of the project:
	10	

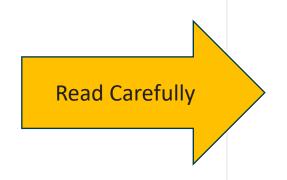


Schedule G – Federal Set-Aside Election

2026 HOUSING NEW MEXICO UNIVERSAL RENTAL DEVELOPMENT APPLICATION Schedule G: Affordable Unit Set-Aside Election

Project Name: 0

The Owner anticipates electing the following Minimum Set-Aside Requirement:



No At least 20% of the residential units in this development are rent-restricted and to be occupied by households with incomes at 50% or less of area median income; or

Yes At least 40% of the residential units in this development are rent-restricted and to be occupied by households with incomes at 60% or less of area median income: or

At least 40% of the residental units in this development are rent and income restricted and the average income limit for all tax credit units in the Project is at 60% or less of area median income; or

No Deep rent skewing option as defined in Section 42

Only Low Income Units as determined by the Project's Set Aside Election are eligible for Tax Credits. For example, if the 20/50 Election is chosen, only Units that are rent restricted and set aside for tenants whose income does not exceed 50% of Area Gross Median Income are qualified as Low Income Units.

In order to qualify for tax credits, projects must meet the minimum set-aside elected as of the close of the first year of the credit period.

Read the selections carefully!

Average Income and 40% at 60% can look alike



Schedule D - Contractors Cost Breakdown

Schedule D: Contractor's and Applicant's Cost Breakdown			
Project Name: 0	Federal H	TC Requests	ONLY
Construction Period: Start Date: 7/1/2027 Completion: 12/1/2028	Resider	ential Costs C	NLY
Trane from	!- IDI	New Construction/ Rehab Basis [E]	NC/Rehab Breakout
I. Demolition (Consult CPA for Eligible Basis guidance.)			
II. Abatement			
III. Site Construction			
Division 31 - Earthwork (Consult CPA for Eligible Basis guidance.) 310,163 28,197 281,966	0	281,966	211,475
Division 32 - Irrigation & Planting (Consult CPA for Eligible Basis guidance.) 113,131 10,285 102,846	0	102,846	77,135
Division 32 - Exterior Improvements (except Irrigation & Planting) 290,996 26,454 264,542	0	264,542	198,407
Division 33 - Site Utilities 432,325 39,302 393,023	0	393,023	294,767
Division 02 - Existing Conditions (other - e.g., Unusual Site Conditions)			
Sub-total: Site Construction On-site 1,146,615 104,238 1,042,377	-	1,042,377	781,784

70% HTC should include entire 70% Eligible Basis. Extra column on right side is to calculate Developer Fee Split. Only include the rehabilitation amount here.



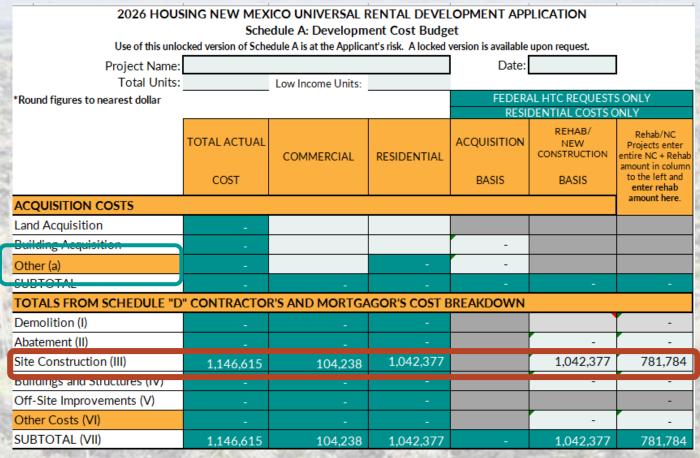
Schedule D - Contractor's Cost Breakdown

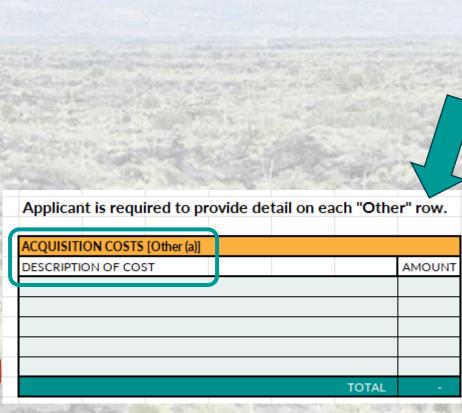
	Sub-total, building and structures						
	Off-Site Improvements (List)						
	Sub-total: Off-Site Improvements	-	-	-	-	-	-
/I.							
	Hard Costs Only - (i.e., divisions not included above, MUST explain)						
	Sub-total: Other Costs	_	_	_	-	_	
	TOTAL COURSE LIVES CONCERNICATION COSTS						
/II.		1,042,377	-	1,042,377	-	967,835	-
	(1) Sum of Columns B and C.						
	ADDITIONAL INFORMATION TO ENTER INTO SCHEDULE A:	Total Cost	Commercial [B]	Residential [C]	Acquistion	Heu Casalesalisa/	NC/Rehab
		[A] ^{HI}			Basis [D]	Rehab Pasis (E)	Breakout
	Contractor Overhead						
	Contractor Profit						
	General Requirements						
	Gross Receipts Tax (GRT) Contractor's Insurance						
	Contractor's Performance Bond						
	Contractor's Performance Bond						
	Contractor Signature	:					
	Contractor Name/Title	ž.					
	Contractor Firm						
	Considered in the						
	Date						

- Information transfers to Schedule A
- > Contractor must sign



Schedule A – Development Cost Budget







Schedule A – Development Cost Budget

Enter costs where there is a line for them.

PROFESSIONAL SERVICES/F	EES					
Architect (Design)	311,560	311,560				
Architect (Supervision)	77,890	77,890				
Attorney (Real Estate)	40,000	40,000				
Engineer/Survey	24,000	12,000	12,000	-	12,000	-
Other (c)	2/30		12,000			
SUBTOTAL	05,45	441.450	24,000		12,000	_

PROFESSIONAL SERVICES/FEES [Other (c)]		
DESCRIPTION OF COST		MOUN
Accounting		12 00
	TOTAL	12,000

TAKEN THE TAKEN THE RESIDENCE	17.000 12.200	Wilder Co. Co. Co.	ABBROOK		190000000000000000000000000000000000000	CARDONNA
SOFT COSTS						
Market Study	12,500	12,500				
Enviromental	3,000	3,000				
Tax Credit Fees	-					
Appraisal	10,000	10,000				
Hard Relocation Costs		-				
Accounting/Cost Certification	24,000	12,000	12,000			
Other (f)	-		-			
SUBTOTAL	49,500	37,500	12,000	-	-	-



Schedule A - Construction Contingency Example

New Construction

\$11,094,892	Construction Costs before GRT, GR, Overhead & Profit
5%	Minimum Owner Contingency Percentage
\$ 554,745	Minimum Owner Contingency Dollar
\$ 650,000	Application Contingency
\$ (95,255)	(Excess)/under minimum

Contingency included in construction contract will be included as a hard construction cost and will not count toward required owner construction contingency.



Schedule A/D – Builder's Fees Example

\$11,094,892	Construction Costs before GRT, GR, Overhead & Profit
6%	Allowed percentage for Profit
\$665,694	Maximum for Profit (if no identity of interest)
\$665,694	Application Profit
\$0	(Excess)/under used
Same fo	ormula as above for General Requirements
\$11,094,892	Construction Costs before GRT, GR, Overhead & Profit
2%	Allowed percentage for Overhead
\$221,898	Maximum for Overhead
\$221,898	Application Overhead
\$0	(Excess)/under used



Schedule A - Developer Fee Calculation

9% Project Developer fees* may not exceed:

- First 30 low-income Units \$25,000 per Low Income Unit,
 plus
- LI Units 31-60 \$22,500
- LI Units 61+ \$20,000
- Total Developer Fee limited to lesser of:
 - \$2.5M calculated as above or 14% TDC**

*Further reduction when there is an identity of interest between buyer and seller. (Lesser of calculation or 14% TDC**)



Schedule A – Developer Fee Calculation

14% TDC** Excludes:

- Donated Land
- Waived Fees
- Developer Fees (which includes consultant fees)
- Reserves
- > Acquisition cost (Non-arms length purchase)



Schedule A - Developer Fee Calculation

\$25,000	per Low Income Units 1-30
30	Low Income Units
\$750,000	Plus:
\$22,500	per Low Income Units 31-60
30	Low Income Units
\$675,000	
\$750,000 + \$675,000 = \$1	1,425,000 Developer Fee
\$16,388,500 Total De	velopment Costs – affordable units
x 14%	Maximum Fee Percentage
\$2,294,390 Develop	er Fee



Schedule A – Developer Fee Calculation

- Acquisition/Rehabilitation Developer Fee Split
- 30% basis proportionate to acquisition cost (not including land)/TDC
- Assume the following amounts:
- Acquisition Costs in Basis (ACB) = \$100,000
- Total Development Costs (TDC) = \$1,000,000
- Total Developer Fee (TDF) = \$140,000
- What is the split?

ACB / TDC = Percentage of Acquisition portion of Developer Fee (%DF)	\$100,000/\$1M = 10%			
%DF x TDF = Amount of Acquisition portion of Developer Fee (ADF)	10% x \$140,000 = \$14,000			
TDF – ADF = Amount of Rehab portion of Developer Fee	\$140,000 - \$14,000 = \$126K			

Therefore, the \$140,000 developer is split between acquisition for \$14,000 and rehabilitation at \$126,000.



Common Errors on Applications!

Schedule A Development Cost Budget Developer Fees

- **9**%
 - Amount:
 - \$25,000 per LI Unit for first 30 LI Units
 - \$22,500 per LI Unit for LI Units 31 60
 - \$22,000 per LI Unit for LI Units 61+
 - Not To Exceed 2,500,000 AND Not To Exceed 14% of TDC
 - Other limitations:
 - Maximum locked at Initial Application
 - Donated Land and waived fees excluded from TDC calculation
 - Consultant is not separate fee
 - Reserves excluded from TDC
 - May be part of Developer fee if not held for 15 years
 - Identity of Interest may further reduce developer fee
- **4**%
 - Locked at 8609 issuance
 - 14% of TDC



Schedule A – Reserves and Expenses

Operating Expenses = Project operating expenses (excluding reserves and resident social services expenses); \$5,300 to \$7,600/unit;

Replacement Reserve = \$250/unit/year for Senior housing (new construction only) and \$300/unit/year for all other project types;

Operating Reserve = minimum of six months operating expenses (including replacement reserves and social services expenses) and all must-pay debt service.



Common Errors on Applications!

A Development Cost Budget

Cost Caps by Line Item

6%/2%/6%=14%
of Construction Costs

Contractor OH/
Profit/GR







Schedule A-1 – Sources of Funds

2026 MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION Schedule A-1: Sources of Funds

Use of this unlocked version of Schedule A-1 is at the Applicant's risk. A locked version is available upon request.

Project Name:

0

Date: 1/0/1900

Financing Sources	Source of Funds (e.g., lender)	Program (e.g., HOME, AHP)	Construction Amount	Permanent Amount	Interest Rate	Payment		Term	
						Amount	Frequency	Amort. Yrs.	Loan Yrs.
Permanent Loan	Bank Name		0	1,500,000	7.75%	121,792	ANNUAL	40	16
Other Fully Amortizing Loan	Housing New Mexico	NM Housing Trust Fund	3,000,000	2,000,000	3.00%	85,916	ANNUAL	40	40
Other Hard Payment Loan	Housing New Mexico	NM HOME Funds	500,000	500,000	0.00%	12,500	ANNUAL	40	40
Other Loan	Housing New Mexico	National Housing Trust Fund	400,000	400,000	0.00%	500	ANNUAL	40	40
Other Loan	Federal Home Loan Bank of Dallas	АНР	1,000,000	1,000,000	0.00%	0	ANNUAL	40	16
Other Loan	City	Local Funding Source Name	1,000,000	1,000,000	0.00%				
Construction Loan	Construction Lender Name		12,500,000	0	8.00%	#NUM!			2
Deferred Developer Fee			50,000	50,000					
		Subtotal:	18,450,000	6,450,000					



Schedule A-1 – Sources of Funds (continued)

3							
- First Other Equity	45L Credits		0	0			
2nd Other Equity							
Tax Credit Proceeds	Syndicator Name		2,542,946	12,714,728			
	MUST Found Total Day	Total:	20,992,946	19,164,728		I II	

Note: Total of Permanent Amount Column MUST Equal Total Development Cost in Schedule A.

Check Schedule A TDC - it must equal total permanent sources

Are you willing to defer your developer fee without interest, if MFA's evaluation results in a need to do so? Yes

If you plan to issue bonds, indicate amounts. Tax Exempt Taxable

Equity Installment Schodule

Equity	mstallment 30	rieuule
	Date	Amount
Intial Installment	7/1/2027	2,542,946
2nd Installment	12/1/2028	9,536,046
3rd Installment	2/1/2029	635,736
4th Installment		
5th Installment		

Total 12,714,728

Estimated annual tax credits times 10 years 14,960,000 Multiply by tax investor ownership percentage 99.990% Total tax credits 14,958,504 Expected credit price 0.850 Expected cash equity 12,714,728



Schedule A-1

Interest Rate

- Always add 50 bps
 - 7.25% Amount in LOI + 50 bps = 7.75%
 - 7.25% Amount in LOI

LOI: Projected Loan Rate: 7.25% PLUS 50 Basis Points = 7.75%

			Construction	Permanent	Interest	Payı	ment	Te	rm
Financing Sources	Source of Funds (e.g., lender)	Program (e.g., HOME, AHP)	Amount	Amount	Rate	Amount	Frequency	Amort. Yrs.	Loan Yrs.
Permanent Loan	Bank Name		0	1,500,000	7.75%	121,792	ANNUAL	40	16



Schedule B - Rent Schedule

- Property has the following unit mix and all units are at 60% AMI:
- 19 x 1BR Floor Plans are 650 and 700 SF
- 20 x 2 BR Floor Plans are 875 and 900 SF
- 21 x 3 BR Floor Plans are 1,200 and 1,300 SF

[Source1]	Restricte	d Units at	60%	of Median I	ncome	
Number BR/Unit Type(3)	1-BR	2-BR	3-BR			Totals
Net Sq, Ft./Unit	650	875	1,200			28,450
Number of Units	10	10	11			31
Gross Monthly Rent/Unit ⁽¹⁾	849	1,020	1,178			
Minus: Utility Allowance	75	93	114			
Net Monthly Rent/Unit	774	927	1,064			
Annual Rental Income (All Units)	92,880	111,240	140,448			344,568
[Source2]	Restricte	d Units at	60%	of Median I	ncome	
Number BR/Unit Type(3)	1-BR	2-BR	3-BR			Totals
Net Sq, Ft./Unit	700	900	1,300			28,300
Number of Units	9	10	10			29
Gross Monthly Rent/Unit ⁽¹⁾	849	1,020	1,178			
Minus: Utility Allowance	75	93	114			
Net Monthly Rent/Unit	774	927	1,064			
Annual Rental Income (All Units)	83,592	111,240	127,680			322,512



Schedule B - Rent Schedule

Project Narrative States:

 The Project will include 59 newly constructed LIHTC units. One additional unit will be a nonrevenue management unit.

LIHTC Units	Restricte	d Units at	60%	of Median	Income	
Number BR/Unit Type(3)	1-BR	2-BR	3-BR			Totals
Net Sq, Ft./Unit	700	900	1,300			57,300
Number of Units	19	20	20			59
Gross Monthly Rent/Unit(1)	849	1,020	1,178			
Minus: Utility Allowance	75	93	114			
Net Monthly Rent/Unit	774	927	1,064			
Annual Rental Income (All Units)	176,472	222,480	255,360			654,312
Non-Revenue Manager	Restricte	d Units at	60%	of Median	Income	
Number BR/Unit Type(3)			3-BR			Totals
Net Sq, Ft./Unit			1,200			1,200
Number of Units			1			1
Gross Monthly Rent/Unit(1)						
Minus: Utility Allowance						
Net Monthly Rent/Unit						
Annual Rental Income (All Units)						

Include all units on Schedule B. Employee/Exempt Units are approved by Asset Management after PIS.



Schedule B – Rent Schedule

Land Use Restriction Unit Count: 60 Units

Obtain a letter from Asset Management for approval of management units after PIS.

All Units			Total All U	nits (From	All Sources	Above)	
Number BR/Unit Type	ALL 0 BDRMS	ALL 1 BDRMS	ALL 2 BDRMS	ALL 3 BDRMS	ALL 4 BDRMS	ALL 5 BDRMS	Totals
Net Sq, Ft./Unit		13,300	18,000	27,200			58,500
Number of Units		19	20	21			60
Gross Monthly Rent/Unit ⁽¹⁾							
Minus: Utility Allowance							
Net Monthly Rent/Unit							
Annual Rental Income (All Units)		176,472	222,480	255,360			654,312
Units Receiving Rental Assistance (from all sources above)		0	0	0			

All units will be considered "LIHTC units" on LURA; "management units" are considered "common area", not residential units. This allows for flexibility if the property requires additional units in the future or management household size changes.



Schedule B *Manager's Unit*

- Project Narrative States:
 - The Project will include 59 newly constructed LIHTC units. One additional unit will be a non-revenue management unit.

All Units			Total All U	Jnits (From	All Sources	Above)	
Number BR/Unit Type	ALL 0 BDRMS	ALL 1 BDRMS	ALL 2 BDRMS	ALL 3 BDRMS	BDRMS	A' BDRMS	Totals
Net Sq, Ft./Unit		13,050	17,880	25,50			56,435
Number of Units		19	20	20			59
Gross Monthly Rent/Unit ⁽¹⁾							
Minus: Utility Allowance							
Net Monthly Rent/Unit							
Annual Rental Income (All Units)		176,472	222,480	255,360			654,312
Units Receiving Rental Assistance (from all sources above)		0	0	0			

Include all units on Schedule B. Employee/Exempt Units are approved by Asset Management after PIS.



- Property has the following unit mix and all units are at 60% AMI:
- 19 x 1BR Floor Plans are 650 and 700 SF
- 20 x 2 BR Floor Plans are 875 and 900 SF
- 21 x 3 BR Floor Plans are 1,200 and 1,300 SF

LIHTC Units	Restricte	ed Units at	60%	of Median I	ncome					•		
Number BR/Unit Type ⁽³⁾	1-BR	2-BR	3-BR			Totals						
Net Sq, Ft./Unit	650	875	1,200			27,250	Restricte	d Units at	60%		n Inco	
Number of Units	10	10	10			30					Tillet	
Gross Monthly Rent/Unit(1)	849	1,020	1,178				1-BR	2-BR	3-BR			otals
Minus: Utility Allowance	75	93	114				675	888	1,245			56,730
Net Monthly Rent/Unit	774	927	1,064				19	20	21			60
Annual Rental Income (All Units)	92,880	111,240	127,680			331,800	849	1,020	1,178			
										_/		
LIHTC Units	Restricte	ed Units at	60%	of Median I	Income		75	93	114			
Number BR/Unit Type ⁽³⁾	1-BR	2-BR	3-BR			Totals	774	927	1,06			
Net Sq, Ft./Unit	700	900	1,300			29,600	176,472	222,480	268,12			667,080
Number of Units	9	10	11			30						
Gross Monthly Rent/Unit ⁽¹⁾	849	1,020	1,178									
Minus: Utility Allowance	75	93	114									
Net Monthly Rent/Unit	774	927	1,064				Dunale and d	:tt		الم	-:	
Annual Rental Income (All Units)	83,592	111,240	140,448			335,280	Break out d	urrere	nt size	ea ul	nits.	



Rent Schedule Low Rent Housing

U.S. Department of Housing and Urban Development Office of Housing Federal Housing Commissioner OMB Approval No. 2502-0012 (exp. 11/30/2020)

See page 3 for Instructions, Public Burden Statement and Privacy Act requirements.

Project Name FHA Project Number Date Rents Will Be Effective (mm/dd/yyyy)

N/A 10/01/2022

Part A - Apartment Rents

Show the actual rents you intend to charge, even if the total of these rents is less than the Maximum Allowable Monthly Rent Potential.

Col. 1 Unit Type		Contra	ct Rents	Col. 5 Utility		Market Rents (Sec. 236 Projects Only)		
(Include Non-revenue Producing Units)	Col. 2 Number of Units	Col. 3 Rent Per Unit	Col. 4 Monthly Contract Rent Potential (Col. 2 x Col. 3)	Allowances (Effective Date (mm/dd/yyyy)	Col. 6 Gross Rent Col. 3 + Col. 5)	Col. 7 Rent Per Unit	Col. 8 Monthly Market Rent Potential (Col. 2 x Col. 7)	
1 BR	16	835	13.360		835		0	
2 BR	8	1,025	8.200		1.025		0	
3 BR	36	1,133	40.788		1,133		0	
4 BR	15	1,274	19,110		1,274		0	
			0		V		0	

Insert Rents and UA from HAP Contract Into Schedule B

No rent overhang on Schedule C

Rental Assistance Units	Restricte	d Units at	50%	of Median I	n
Number BR/Unit Type ⁽³⁾	1-BR RA	2-BR RA	3-BR RA	4-BR RA	
Net Sq, Ft./Unit	650	900	1,200	1,400	
Number of Units	16	8	36	15	
Gross Monthly Rent/Unit(1)	835	1,025	113	1,274	
Minus: Utility Allowance					
Net Monthly Rent/Unit	835	1,025	113	1,274	
Annual Rental Income (All Units)	160,320	98,400	48,816	229,320	



Rent Limits – HAP Contract

How much is my utility allowance for a 1-bedroom unit with:

- Electric Heat
- Air conditioning
- Natural Gas Stove
- ➤ Natural Gas Hot Water Heater



			FFECTIVE I				
	Albuquer	que Housing	Authority Sect	ion 8 Monthly	Utility Allow	ances for	
36			urnished Utili			-4k - d/D1	>
M	ulti-Family (H	0 Bedroom		2 Bedroom		4 Bedroom	5 Bedroom
Heating		o Bedroom	1 Dedroom	2 Bedroom	3 Bedroom	4 Dedicolli) Dedicolii
ricating	Nat Gas	6		8	9	11	12
	Electric	14	17	22	27	33	38
	Botl Gas	35	45	47	53	59	67
	Elec Pmp	13	15	17	20	22	24
Air Cond.							
THE COME.	Electric	6	7	9	12	14	17
	21001110						
Cooking	•						
	Nat Gas	1	1	2	2	2	3
	Electric	4		8	10	12	14
	Botl Gas	4	6	8	10	14	18
Other Elec/I	Light						
	Electric	17	20	27	35	43	50
Water Heate	er						
	Nat Gas	2	2	4	5	5	7
	Electric	11	13	16	20	23	27
	Botl Gas	10	14	20	27	31	39
Water	•						
	Water	26	28	33	37	41	46
Sewer	•						
	Sewer	19	21	24	28	31	35
Trash Collec	ction						
	Trash	19	19	19	19	19	19
Range	•	11	11	11	11	11	11
Refrigerator		12	12	12	12	12	12
System Char	rge						
	Gas	13	13	13	13	13	13
	Electric	11	11	11	11	11	11





Schedule C - Operating Expense Budget (Tab 5a)

Schedule C - Operating Expense Budget (Tab 5a)

- > 7% vacancy / 5% (Seniors, PSH, PBV)
- Maximum 6% management fee (calculated on gross income)
- Replacement Reserves we will underwrite to at least Housing New Mexico minimums
- ➤ No HAP Contract "Overhang" include full rent on Schedule B
- ➤ Annual Compliance Fee is \$50 per Low Income Unit
- Don't forget Prior Year Operating Expenses if Rehabilitation Project



Schedule C - Operating Expense Budget (Tab 5a)

Explain other income

	2026 MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION Schedule C: Operating Expense Budget											
	Use of this unlocked version of Schedule C is at the Applicant's risk. A locked version is available upon request.											
Project Nar	me:	0		Date:	1/0/1900							
		Total Units: 7	' 5	Total Budget	Per Unit Cost							
INCOM	ΙE											
	1	Annual Rental Income Per Schedule B/Section	F	977,496	13,033							
	2	Parking Income		18,000	240							
	3	Laundry Income		14,400	192							
	4	Other Income (Specify) Late Fees		6,000	80							
		Income Subtotal		1,015,896								
	5	Less Vacancy @	7%	(71,113)								
	6	Commercial Income										
	7	Less Vacancy @	5%		0							
	8	TOTAL INCOME		944,783	12,597							



Schedule C - Operating Expense Budget (Tab 5a)

Must show reduction in eligible basis if including parking income in budget.

	2026 MFA UNIVERSAL RENTAL DEVELOPMENT A Schedule C: Operating Expense Budge				Marie a serie		a light
· ·	Jse of this unlocked version of Schedule C is at the Applicant's risk. A locked versi	on is available upo	n request.		AN 132-127		MINISTER OF THE
Project Name:	0	Г	Date:	1/0/1900			
	Total Units: 75	Total Budge	et Per U	Init Cost	2100000		100
INCOME				98			1000
1	Annual Rental Income Per Schedule B/Section F	977	,496	13,033	A STATE OF THE PARTY OF THE PAR		
2	Parking Income	18	,000	240			
3	Laundry Income	14	,400	192			1
4	Other Income (Specify) Late Fees	6	.000	80	See Si	100	2028 C
5	Trade Item		Total Cost [A] ⁽¹⁾	Commercial [B]	Residential [C]	Acquisition Basis [D]	New Constructio Rehab Basis
6	Demolition (Consult CPA for Eligible Basis guidance.)						
7	Abatement						
8	Site Construction						
PART HERE	Division 31 - Earthwork (Consult CPA for Eligible Basis guidance.)		281,966		281,966		281,96
	Division 32 - Irrigation & Planting (Consult CPA for Eligible Base	sis guidance.)	102,846		102,846		102,84
	Division 32 - Exterior Improvements (except Irrigation &	k Planting)	264,542		264,542		190,00
No. of the last	Division 33 - Site Utilities		393,023		393,023		393,02
TO STATE OF	Division 02 - Existing Conditions (other - e.g., Unusual						
350	Sub-total: Site Constr	ruction On-site	1,042,377	-	1,042,377	-	967,83



Schedule C-1 – Cash Flow Projection

Debt Service Coverage - All Debt	1.20	1.21	1.30	1.31	1.31
Debt Service Coverage - First	2 17	2 19	2.36	2 37	2 38
Net Project Cash Flow	43,885	46,089	66,219	67,555	68,785
Total Debt Service	220,708	220,708	220,708	220,708	220,708
Other		0	0	0	C
Fourth Mortgage	500	500	500	500	500
Third Mortgage	12,500	12,500	12,500	12,500	12,500
Second Mortgage	85,916	85,916	85,916	85,916	85,916
First Mortgage	121,792	121,792	121,792	121,792	121,792
Annual Debt Service (Hard Debt)					
Net Operating Income	264,593	266,797	286,927	288,262	289,493
Total Expenses	348,567	358,626	490,709	504,926	519,559
Expenses					
Effective Gross Income (EGI)	613,160	625,423	777,635	793,188	809,052
Income					
Annual Projections (Post Construction Period)	1	2	13	14	15

Income, expense, and reserve escalators at minimum stated in underwriting supplement (2%/3%)

Debt Service Coverage Ratio is underwritten assuming 50 bps stress on interest rate in LOI

DDF that can't be paid in 15 years is reduced from eligible basis.



• What in this pro-forma is unacceptable?

Annual Projections (Post Construction	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Period)															
Income															
Residential Income	1,015,896	1,036,214	1,056,938	1,078,077	1,099,639	1,121,631	1,144,064	1,166,945	1,190,284	1,214,090	1,238,372	1,263,139	1,288,402	1,314,170	1,340,453
Vacancy Loss	-71,113	-72,535	-73,986	-75,465	-76,975	-78,514	-80,084	-81,686	-83,320	-84,986	-86,686	-88,420	-90,188	-91,992	-93,832
Commercial Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial Income Vacancy Loss	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Effective Gross Income (EGI)	944,783	963,679	982,953	1,002,612	1,022,664	1,043,117	1,063,979	1,085,259	1,106,964	1,129,103	1,151,686	1,174,719	1,198,214	1,222,178	1,246,621
Expenses															
Expenses (less reserves and mgt fees)	639,000	658,170	677.915	698,253	719,200	740,776	762,999	785.889	809.466	833,750	858,763	884,525	911,061	938,393	966,545
Mgmnt fees + GRT (increases with EGI)	56,687	57.821	58,977	60.157	61,360	62,587	63,839	65,116	66.418	67,746	69,101	70.483	71,893	73,331	74,797
Reserves	30,007	37,021	0 38,977	00,137	01,300	02,387	03,037	05,110	00,410	07,740	09,101	70,483	71,893	/3,331	74,777
Total Expenses	695,687	715,991	736,892	758,409	780,560	803,363	826,838	851,005	875.884	901,496	927,864	955,009	982,954	1,011,724	1,041,342
Total Expenses	093,067	/15,771	/30,072	/ 30,407	780,300	003,303	0Z0,030	851,005	0/0,004	901,490	727,004	733,007	702,754	1,011,724	1,041,342
Net Operating Income	249,096	247,688	246,060	244,202	242,104	239,754	237,141	234,254	231,080	227,607	223,822	219,711	215,260	210,454	205,279
Annual Debt Service (Hard Debt)															
Permanent Loan	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792
NM Housing Trust Fund	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916
NM HOME Funds	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500
National Housing Trust Fund	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
AHP	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Debt Service	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708
Net Project Cash Flow	41,388	39,980	38,352	36,495	34,396	32,046	29,433	26,546	23,372	19,899	16,114	12,003	7,552	2,746	-2,428
Lebt Service Coverage - First	2.05	2.03	2.02	2.01	1.99	1.97	1.95	1.92	1.90	1.87	1.84	1.80	1.77	1.73	1.69
Lebt Service Coverage - All Debt	1.199	1.19	1.18	1.18	1.17	1.15	1.14	1.13	1.11	1.10	1.08	1.06	1.04	1.01	0.99



Read the Underwriting Supplement like Goldilocks to include the DSCR that is just right!







• Almost there, but not quite:

Annual Projections (Post Construction Period)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Income															
Residential Income	1,015,896	1,036,214	1,056,938	1,078,077	1,099,639	1,121,631	1,144,064	1,166,945	1,190,284	1,214,090	1,238,372	1,263,139	1,288,402	1,314,170	1,340,453
Vacancy Loss	-71,113	-72,535	-73,986	-75,465	-76,975	-78,514	-80,084	-81,686	-83,320	-84,986	-86,686	-88,420	-90,188	-91,992	-93,832
Commercial Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial Income Vacancy Loss	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Effective Gross Income (EGI)	944,783	963,679	982,953	1,002,612	1,022,664	1,043,117	1,063,979	1,085,259	1,106,964	1,129,103	1,151,686	1,174,719	1,198,214	1,222,178	1,246,621
Expenses															
Expenses (less reserves and mgt fees)	630,000	648,900	668,367	688,418	709,071	730,343	752,253	774,821	798,065	822,007	846,667	872,067	898,229	925,176	952,932
Mgmnt fees + GRT (increases with EGI)	56,687	57,821	58,977	60,157	61,360	62,587	63,839	65,116	66,418	67,746	69,101	70,483	71,893	73,331	74,797
Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expenses	686,687	706,721	727,344	748,575	770,430	792,930	816,092	839,936	864,483	889,753	915,768	942,550	970,122	998,507	1,027,729
Net Operating Income	258,096	256,958	255,608	254,037	252,233	250,187	247,888	245,323	242,481	239,350	235,917	232,169	228,091	223,671	218,893
Annual Debt Service (Hard Debt)															
Permanent Loan	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792
NM Housing Trust Fund	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916
NM HOME Funds	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500
National Housing Trust Fund	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
AHP	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Debt Service	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708
Net Project Cash Flow	50,388	49,250	47,901	46,329	44,526	42,480	40,180	37,615	34,773	31,642	28,209	24,461	20,384	15,963	11,185
Debt Service Coverage - First	2.12	2.11	2.10	2.09	2.07	2.05	2.04	2.01	1.99	1.97	1.94	1.91	1.87	1.84	1.80
Debt Service Coverage - All Debt	1.243	1.24	1.23	1.22	1.21	1.20	1.19	1.18	1.17	1.15	1.14	1.12	1.10	1.08	1.05



• DSCR within range:

Annual Projections (Post Construction	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Period)															
Income															
Residential Income	1,015,896	1,036,214	1,056,938	1,078,077	1,099,639	1,121,631	1,144,064	1,166,945	1,190,284	1,214,090	1,238,372	1,263,139	1,288,402	1,314,170	1,340,453
Vacancy Loss	-71,113	-72,535	-73,986	-75,465	-76,975	-78,514	-80,084	-81,686	-83,320	-84,986	-86,686	-88,420	-90,188	-91,992	-93,832
Commercial Income	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial Income Vacancy Loss	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Effective Gross Income (EGI)	944,783	963,679	982,953	1,002,612	1,022,664	1,043,117	1,063,979	1,085,259	1,106,964	1,129,103	1,151,686	1,174,719	1,198,214	1,222,178	1,246,621
Expenses															
Expenses (less reserves and mgt fees)	609,500	627,785	646,619	666,017	685,998	706,578	727,775	749,608	772,096	795,259	819,117	843,691	869,001	895,071	921,923
Mgmnt fees + GRT (increases with EGI)	56,687	57,821	58,977	60,157	61,360	62,587	63,839	65,116	66,418	67,746	69,101	70,483	71,893	73,331	74,797
Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Expenses	666,187	685,606	705,596	726,174	747,357	769,165	791,614	814,724	838,514	863,005	888,218	914,174	940,894	968,402	996,721
Net Operating Income	278,596	278,073	277,357	276,438	275,306	273,953	272,366	270,535	268,450	266,098	263,467	260,546	257,320	253,776	249,901
Annual Debt Service (Hard Debt)															
Permanent Loan	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792	121,792
NM Housing Trust Fund	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916	85,916
NM HOME Funds	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500
National Housing Trust Fund	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
AHP	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Debt Service	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708	207,708
Net Project Cash Flow	70,888	70,365	69,649	68,730	67,599	66,245	64,658	62,828	60,742	58,390	55,760	52,838	49,612	46,068	42,193
Debt Service Coverage First	2.27	2.20	2.20	2.27	2.20	2.23	2.27	2.22	2.20	2.10	2.10	2.14	2.11	2.00	2.05
Debt Service Coverage - All Debt	1.341	1.34	1.34	1.33	1.33	1.32	1.31	1.30	1.29	1.28	1.27	1.25	1.24	1.22	1.20



Date

Architect Certification

2026 HOUSING NEW MEXICO/MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION Architect's Certification

I have examined the drawings and specifications dated prepared by [Architect] and related to the development known as [Project name] located in [Location], NM.
Based upon this examination, to the best of my knowledge and belief, these documents conform to all local, state and federal laws
designated as the development standard for the project including, but not limited to, the Fair Housing Laws as they pertain to
nandicapped accessibility and adaptability, all local health, safety and building codes and those requirements as set forth in the New
Mexico Mortgage Finance Authority's (Housing New Mexico MFA) ("Housing New Mexico") 2026 Low-Income Housing Tax Credit

Based upon examination of the drawings and specifications, all items in the initial Universal Rental Development Application committed to and overall design elements are incorporated.

Qualified Allocation Plan (if applicable) and in Housing New Mexico's 2026 Mandatory Design Standards for Multifamily Housing.

	(SEAL)
Architect Name	
Architect Signature	

- > Fill in information at top
- > Sign bottom with architect's seal



Waiver Requests

2026 HOUSING NEW MEXICO/MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION WAIVER REQUEST PROCEDURE FOR DESIGN REQUIREMENTS

In the event it is not economically feasible to adhere strictly to all submission or design requirements contained in the Mandatory Design Standards for Multifamily Housing, individual requirements may be waived at Housing New Mexico's sole discretion.

Waiver Requests occurring after the submission of an application are considered changes to the Project. A \$500 fee payment is required with each Waiver Request presented following an application submission.

Project Architect N	Name and Company:
Project Name:	0
Project Location:	
Date:	Is the Project submitting a 9% or 4% application?
	ested as follows: equest consecutively and provide the compelling reason(s) or circumstance(s) for requesting the waiver. Use additional pages as ny relevant backup for the request).
Architect Signature	e Date
Owner Signature	Date

- No waivers approved in advance of Application
- > Submit with Initial
 Application, or if later, with
 \$500 change fee after
 award



Capital Needs Assessment Certification

2026 HOUSING NEW MEXICO/MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION
Capital Needs Assessment Certification of Qualified Professional
Name of Applicant Name of Project: Address of Project:
As required by the Qualified Allocation Plan (QAP), all rehabilitation and adaptive reuse projects must provide a Capital Needs Assessment (CNA) with the Application if requesting an exception from the 20-year requirement, prior to the issuance of the letter of determination for tax-exempt bond finance projects, or at carryover for all other tax credit projects. For those projects with only Housing New Mexico loan financing, the CNA must be provided before closing.
Professionals performing the CNA must meet the minimum qualification/certification requirements set forth by Housing New Mexico.
I hereby certify that:
 I can substantiate a minimum of three (3) years of experience providing Capital Needs Assessment reports in accordance with the Qualified Allocation Plan and Design Standards. I have no financial interest in the Project listed above, or an identity of interest in the Developer or Co-Developer or personal interest with respect to the parties involved. I am an independent, third-party professional not involved in the design or preparation of drawings and specifications for the Project.
The information presented in this report is accurate and the report can be relied upon by Housing New Mexico.
Qualified Professional Company
Qualified Professional Company Representative Signature Date
Printed Name
This certification is to be placed at the front of and is hereby incorporated into the Capital Needs Assessment presented herewith.

> Complete and insert into front of capital needs assessment.



Energy Credits Calculations

ection 451 Tax Credits		
https://www.energystar.gov/about/federal_tax_credits/federal_tax_credit_archives/tax_cre	edits home builders	
TABLE THE THE TELESTICAL CONTROL OF THE TELESTICAL CONTROL OF THE STATE OF THE STAT	Caro_nome_pander2	
Calculation:		
Applicable Per Unit 45L Credit	\$	-
		X
Number of Units		0
Total 45 L Credits	\$	-
Total 45 L Credits	\$	
Total 43 E circuits	Ψ	х
Syndicated at an Investment Rate of		0.000%
		x
Syndicated at a Price of	\$	-
45L Tax Credit Equity Proceeds	\$	-
Investment Tax Credit Calculation:		
https://www.energv.gov/eere/solar/federal-solar-tax-credits-businesses		
https://www.energy.gov/eere/sular/rederar-sular-tax-credits-businesses		
Total Eligible Costs of Solar Energy System	\$	-
		x
Investment Tax Credit of 30% of System Costs		30%
Total Investment Tax Credit	\$	-
		+
Low-Income Bonus (If Applicable)		
Total Eligible Costs of Solar Energy System	\$	-
ow-Income Bonus		20%
Total of Low-Income Bonus	\$	-
Total Investment Tax Credit with Low-Income Bonus	\$	-
Total Investment Tax Credit with Low-Income Bonus	\$	-
Sydicated at an Investment Rate of		0.000%
		х
Syndicated at a Price of Total Investment Tax Credit Equity Proceeds	\$	-

- Complete and insert at Tab 14b, if applicable.
- This credit will not be allowed for any qualified energy efficient home acquired after June 30, 2026.
- Note link to data base for more programs that may be available.



Hybrid Projects

Private Activity Bond Volume Cap Information Form required for Hybrid 4%/9% Projects

2026 HOUSING NEW MEX	CICO/MFA UNIVERSAL RENTAL DEVELOPMENT APPLICATION
	LIHTC Project Selection Criteria
Deliver	
	Activity Bond Volume Cap Information Form
(For Hybrid 9% + 4	1% Private Activity Bond Volume Cap Applications Only)
Project Information:	
Project Name: 0	
Project Address:	
County:	
No. of Units: No. o	f Buildings:
	1
Target Population:	
70.00	
Type of Site Control:	
Expiration Date:	
If "Other" explain here	21
Project Type:	
If "Other" explain here:	
ii Outer Capitali Delet	
2 10 500 10	
Proposed amount of bonds:	
Permanent Financin	g
Construction Loa	п
Proposed Bond Placement:	
	ne bond purchaser:
If Public, will you have a Letter of C	
in Fucility, will you have a cetter of C	real of insurance.
Proposed Rate Structure:	
857.	
Design	
Timing:	
Anticipated Date of Bond Resolution:	
Anticipated Date of Bond Sale:	
Date Bonds are Callable:	
Bond Maturity Schedule	
(use separate sheet if necessary)	

	Jobs to be created for New Mexico State residents and non-residents:
S	Construction Start Date:
	Construction End Date:
	Number of Construction Period Jobs Total:
	Number of Construction Period Jobs for New Mexico Residents:
	Number of Construction Period Jobs for Non-Residents:
	Number of Permanent Jobs Total:
	Number of Permanent Jobs for New Mexico Residents:
	Number of Permanent Jobs for Non-Residents:
	Complete the contact information for entities below on tab "2 - Pages 5 - 7" of this workbook.
£	Anticipated Bond Issuer:
	Name: 0
	Anticipated Bond Issuer's Counsel:
	Name: 0
	Anticipated Bond Underwriter:
	Name: <u>0</u>
	Anticipated Bond Underwriter's Counsel:
	Name: 0
	INGILIC: U
	A CONTRACTOR OF THE PARTY AND ADDRESS OF THE PARTY ADDRESS OF THE PARTY AND ADDRESS OF THE PARTY



Tax-Exempt Bond Issuance

Mechanisms:

- Private Activity Bond Volume Cap (PAB)
 - most common because they come with 4% LIHTC
- Refunding outstanding bond issues
- Issuing new 501(c)3 bonds

Conduit issuer – loans from other sources

Process for PAB:

- 1. Apply for 4% LIHTC See 4% LIHTC QAP
- 2. Once approved, draft 42(m) letter provided
- 3. Housing New Mexico Inducement Resolution issued
- 4. Applicant prepares State Board of Finance (SBOF) application for Housing New Mexico to submit to SBOF for approval
- 5. TEFRA hearing
- 6. Bond Resolution to Housing New Mexico Board for approval
- 7. Closing



Questions?

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Ada Mendez

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Housing New Mexico Financing Sources

Housing New Mexico offers:

- HOME Investment Partnerships (federal)
- National Housing Trust Fund (federal)
- Ventana Fund
- New Mexico Housing Trust Fund
- Primero Investment Fund
- 542(c) FHA-Insured Multifamily (Risk Share)
- State Tax Credit (Donation based)

Universal Rental Development Application for most sources; apply for all Housing New Mexico financing concurrently





HOME Investment Partnership

Loan Terms:

- HOME units restricted to households earning 60% or less of AMI
 - If a project has 5 or more HOME units, 20% of the HOME units must restricted to households earning 50% or less of AMI
- Maximum award with 9% LIHTC is lowest of:
 - \$500K (\$1.25M for CHDO) Per Project
- Maximum award if no 9% LIHTC is lowest of:
 - 1M (\$1.25M for CHDO) Per Project
- Hard Debt Principal only
- Interest 0% 3%
- Term 2 Year Construction Period + up to 40
 Year Permanent Period
- Environmental review process required
- Requires project to comply with BABA





National Housing Trust Fund

Loan Terms:

- Extremely Low-Income Households
 - 30% AMI or federal poverty line
- Maximum award for any project \$400K/Project
- \$500 per annum fixed payment
 - Can either be in the form of a forgivable loan or a loan with a balloon payment
- Interest 0%
- Term 2 Year Construction Period + minimum 30
 Year Permanent Period
- Environmental Provisions compliance required
- Requires project to comply with BABA





Ventana Fund Construction Loan

Eligible Costs: New construction or acquisition/rehabilitation

Income Restrictions: at or below 80% AMI

Term: Up to 2 Year Construction Period

Maximum Loan: \$1M

LTV: 80%; may consider subordinate lien position

Interest: below market rate (check their website)

www.ventanafund.org

Payment: monthly interest only





New Mexico Housing Trust Fund

Eligible Costs: Infrastructure, construction, acquisition & rehabilitation for single-family or rental housing as outlined in NOFA

Interest – Rural, Senior, Tribal, PSH, underserved areas may be eligible for discount from the base rate:

9% LIHTC - 3% base rate

4% LIHTC - 2% base rate

Non-LIHTC - 1% base rate

Income Limits: Households at or below 60% AMI

Maximum loan during construction: \$3M

Maximum long-term permanent loan: \$2M

Hard Payment – fully amortizing over 40 years

Loan Term – 2-year construction period and up to a 40-year term





Primero Loan Fund

Funded through Housing Opportunity Fund

Funding high-risk projects and priority is given to MFA's Primero Selection Preference:

 Tribal Housing, Colonias Housing, Housing Rehabilitation, and Manufactured Housing Assistance

Eligible Costs:

- Predevelopment third party reports such as: environmental assessments, appraisals, title search/insurance, architecture/ engineering fees, market studies
- Development multifamily rental acquisition, construction, conversion or rehabilitation

Interest - Typically 3%/annum; 1% loan fee at closing

Loan Fee at Closing - 1%

Term - Up to 5 years for pre-development

Maximum loan - \$3M per Project or funds available





HOUSING 542(c) FHA-Insured Multifamily (Risk Share)

Eligible Projects: New Construction, substantial rehabilitation, refinancing or acquisition

Maximum Loan – Up to \$2M (LTV restrictions apply)

Term: up to 35 years (existing) and 40 years (new const) plus up to 24 months for construction

Interest: (10 Year Treasury Rate + current HUDapproved total MIP + 25 bps MFA Servicing Fee + 2.00%)

Fully amortizing after interest only during construction

First Lien Position

Prepayment prohibited for minimum 10 years of amortization period (longer if required for bond transactions)





NM State Tax Credit Program

Program Basics:

- Used to fund affordable housing for low to moderate income occupants
- Provides tax credits to eligible individuals and businesses that provide donations to Housing New Mexico-approved affordable housing projects approved by Housing New Mexico, or to the charitable trust
- Credits on income taxes, gross receipts taxes (GRT) and compensating taxes (excluding local option GRT imposed by a municipality or county, or the government GRT)
- Donations can include land, buildings, cash or services
- Credit is equal to up to 50% of the value of the donation (i.e. \$2,000 donation = \$1,000 tax credit)
- Minimum accepted donation is \$200; maximum is \$2,000,000



NM State Tax Credit Program

How much is available?

 Amount equal to a base rate of \$1.85, adjusted annually for inflation, multiplied by the state population

How does it work?

- Once an award is approved, eligible project applicants solicit donations for the development of an eligible affordable housing project
 - includes non-profit or for-profit developers and governmental or tribal instrumentalities
- Qualified affordable housing activities include land or building acquisition, new construction, rehabilitation, weatherization, etc. for an eligible affordable housing project
- Eligible projects include single family or multifamily housing
 - Project must remain affordable for a minimum of 5 years (single family) or 10 years (multifamily)

Questions?

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Environmental Review Introduction

The environmental review (ER) process is essential for evaluating a project's potential environmental impacts and compliance obligations.

ERs ensure every HUD-assisted project meets federal, state, and local environmental standards before funding or construction begins.

For all HUD-assisted projects, an ER is mandatory to confirm developments will not adversely impact surrounding areas or create health risks for residents.

Not every project requires a full assessment, but new construction and major rehabilitation must strictly adhere to the National Environmental Policy Act (NEPA) and all relevant laws.





ER Due Diligence, Consultations, & Early screening

NEPA and related environmental laws are designed to address the complex impacts of large-scale developments and protect project viability and community safety.

Meeting these requirements can be demanding; it's highly recommended to use consultants with deep HUD regulatory experience to streamline compliance and avoid costly mistakes.

Consultants play a vital role in efficiently managing the regulatory process, expediting reviews, and preventing errors that could result in significant delays or expenses.

One of the consultant's crucial responsibilities is completing a Phase I Environmental Site Assessment as part of HUD due diligence—prioritized before any property deals are finalized.

Early site assessment and screening help identify environmental liabilities or fatal flaws up front, support investment protection, and keep projects on track for approval.



ER Funding Requirements & NHTF Standards

- Any project using HOME, NHTF, or Risk Share funds must complete required environmental reviews before taking any step that would commit project resources, such as construction, loan closing, or signing agreements.
- Applications must include proof of site control (i.e., deed, option, or purchase agreement), contingent on environmental clearance.
- Combining HOME and NHTF dollars means compliance with both Part 58 and stricter NHTF Environmental Provisions, including contamination standards from 24 CFR § 93.301—no exceptions.
- The most restrictive standard governs eligibility: if a site fails NHTF requirements (even if HOME-eligible), the project cannot receive NHTF funds.
- NHTF-only projects are sometimes simpler, but strict requirements mean outright disqualification for direct impacts—no mitigation is allowed for contamination, floodplains, or Superfund proximity.
- Always check NHTF standards early; screening for high-bar restrictions like floodplain status prevents wasted effort and ineligible outcomes.
- Environmental assessments can take up to four months—starting with a Phase I ESA before loan application is strongly advised.
- After issuance of the Loan Award Letter, Housing New Mexico will provide the environmental review packets needed to start the
 assessment process.

Questions?

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Compliance Monitoring

MFA's asset management department is responsible for compliance audits and physical site inspections for more than 300 properties totaling over 19,000 units throughout New Mexico.

The asset management department is committed to working with and providing training to property owners, management agents and property managers, to ensure the successful operation of properties.





Monitoring Schedule

LIHTC/TCAP

ON SITE: within one year of date of last building placed in service, then once every three years.

If non-compliance issues are severe then visits could be every year until non-compliance is corrected.

The property will also incur non-compliance fees and reinspection fees at 6 and 12 months for unresolved reviews.

HOME/HTF

ON SITE: The on-site inspections must occur within 12 months after project completion and at least once every 3 years thereafter during the period of affordability.

The participating jurisdiction may adopt a more frequent inspection schedule for noncompliant properties

542(c) Risk Sharing

ON SITE: within one year of the loan closing, then Annually.

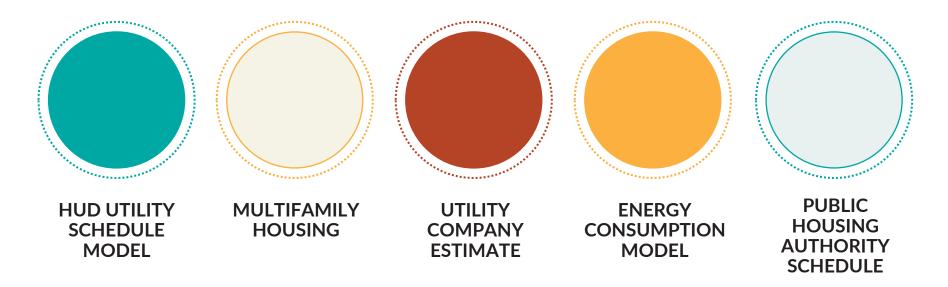
REAC: frequency of reinspection based upon score. From every three years to annually. TCEP/RTC/ USDA 538/NSP

ON SITE: Annually.



Utility Allowance Methods

- Properties with tenant paid utilities must evaluate utility allowances schedules annually using an acceptable method chosen by the owner/agent.
- Acceptable methods to calculate utility allowances:





Compliance Monitoring

On-site compliance review

On-site physical inspection

Annual reporting requirements

Construction & Closeout

At least 20 percent of the tenant files will be selected by MFA at random. The tenant file review will cover an evaluation of utility allowance schedules and respective implementation deadlines; comparison of rents charged and allowable set aside maximums; and evaluation of household income and the applicable set aside income limit.

At least 20 percent of the units will be selected by MFA at random. Compliance monitoring regulations published January 14, 2000, require housing credit agencies to conduct physical inspections consistent with standards governed by HUD's Uniform Physical Conditions Standards

- The project owner shall provide MFA with a Certification of Continuing Program Compliance annually on or before March 31st.
- The project owner must submit to MFA annual audited property financial statements, within 120 days of fiscal year end, through MFA's compliance online system, WCMS.
- Electronic data via Next Gen: On a monthly basis, the project owner must provide TICs and property vacancy data.
- Annual vacancy reporting: The project owner must submit to MFA a vacancy report, by month, for the previous year, annually on or before March 31st.

Compliance fees are due in MFA's office by January 31 of each year. Owners will be notified once, or one time, of past due compliance fees. They will then have 30 days to submit payment. If payment is not submitted, MFA will send a Notice of Noncompliance (IRS Form 8823) to the Internal Revenue Service.

- \$50 per qualifying tax credit unit
- \$1,500 late fee for fees received after January 31



Compliance Monitoring

Housing Priority Requirements

Housing priorities & enrichment services

- Enforced throughout the affordability period
- Must not allow for more than a 30-day gap in services
- Documentation confirming compliance with the LURA requirements must be maintained throughout the affordability period

Special needs housing priority

- Must have a plan or a policy explaining how units will be marketed
- Documentation that special needs housing units were not rented by the owner/agent for at least 30 days until the required threshold is met
- MOU with any service providers

Enrichment services

Documentation to confirm compliance with enrichment services of the LURA

- Date, time and location of event
- Newsletters, flyers or brochures advertising scheduled events
- Sign in log of attendees
- Provider information

Service coordination

- Service Coordinator must be in addition to the property manager and property management staff
- Annual operating budget must be sufficient to cover costs
- Annual survey must be conducted and documented regarding satisfaction or dissatisfaction
- Annual certification must be provided by the owner of
 - Number of hours on site
 - Number of residents served



Additional Functions



Service Enrichment LURA Modifications

In conjunction with the housing development department, asset management will review requests to modify service enrichment changes subsequent to the initial selection at application.



Lease up meeting

In conjunction with the housing development department, a representative will be available at the lease up meeting to answer questions and provide information.



Approval of Employee units

After initial application should a need for an employee unit to be added, written requests from owner/agents can be submitted to the asset management department for Review and approval.



Review of Affirmative Fair Housing Marketing Plans (Risk Share, HOME, NHTF, TCEP. NSP)

LIHTC projects with additional affordable layers may require an approved marketing plan. Plans can be submitted to the asset management department for review, approval and on-going compliance monitoring.



Reserve for Replacement Requests (Risk Share)

Risk Share projects require a reserve held for capital replacement. Requests for eligible expenditures can be submitted to the asset management department for review and approval. The next site inspection will confirm repair and replacement of items paid by the reserve.



Section 811 Project Rental Assistance

In 2020, Housing NM-MFA received a \$3.5 million award to participate in HUD's Section 811 Project Rental Assistance (PRA) program, which provides project-based rental assistance for extremely low- income persons with disabilities who are linked with long-term services. The rental assistance covers the difference between the tenant payment and the property's contract rent. Housing NM-MFA has HUD approval to accept FMR.

TENANT ELIGIBILITY

Households in which a household member has one or more of the substantial, longterm disabilities listed below, provided that an LLA determines appropriate services related to the type of disability

At least one person in the household must be non-elderly (18-61 years of age), have a disability that meets the criteria for Special Needs, and be eligible to receive Medicaid and services/supports.

The household must be extremely low-income (earning 30 percent of AMI or below) as defined by HUD.

\$2.5 Million in 811 PRA assistance available

PROJECT ELIGIBILITY

New construction or rehabilitation projects Existing multifamily properties excluding units with existing occupancy or use restrictions for persons with disabilities or for persons aged 62 or older or units that have received any form of long-term operating subsidy in the last six months.

No more than 25 percent of the total units in a property may be restricted to persons with disabilities and Section 811 PRA units must be dispersed throughout the property. FY2019 funding, we have approximately 39 units available with \$2,539.841 of funding remaining. The total award per RAC depends on units taken and FMRs

Questions?

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We Are Housing New Mexico

Housing New Mexico | MFA

New Mexico Preservation Loan Fund Overview

Sherry Stephens
Preservation Program Manager
Housing Development



Preservation Essentials

Federal and state programs have invested into New Mexico communities through affordable housing. Existing housing stock is now in desperate need of recapitalization and rehabilitation. Many of the initial affordable properties are at the end of extended use periods by the terms of the original funding source and controlling LURA's.

Preserving these exiting properties through rehabilitation to remain affordable to low-income households is critical. Therefore, Housing New Mexico is actively working with stakeholders, properties, developers, forprofit and non-profits to encourage preservation of affordable units.

Housing New Mexico has prioritized additional resources for rehabilitation or acquisition to encourage preservation to an entity that intends to preserve long-term affordability.

Preservation Fund

New Mexico Housing Trust Fund

Housing Trust Funds in general are funds established by city, county, or state governments that receive ongoing dedicated sources of public funding to support the preservation and production of affordable housing and increase opportunities for families and individuals to access decent affordable homes. The amount of funding may vary from annual budget cycle and allocation process but is a steady funding stream dedicated to affordable housing.



Supporting Preservation

Affordable Housing Preservation Opportunities:

Respond to risks threatening affordable housing stock.

Assess affordable housing stock.

Recruit partners to support affordable housing.

Encourage expiring property owners to retain affordability.

Preventing displacement of vulnerable populations.

https://housingnm.org/programs/new-mexico-preservation-loan-fund

Conclusion:

Housing New Mexico is committed to creating and maintaining partnerships to meet the challenges of the market and ultimately serving households in New Mexico.

By preserving affordable properties, we create equitable and stable communities for families or households with limited financial resources.



Ownership Sales and Transfer

LIHTC Property

Proposed transfer of ownership interest (LP and GP) does require the approval of Housing New Mexico before the transfer takes place. This is to ensure integrity of the program, long term affordability, financial performance, property compliance, and regulatory agreements remain in effect.

https://housingnm.org/developers/developer-resources/request-for-change-of-ownership

More Questions?

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Helpful Links

Application Materials

https://housingnm.org/developers/lihtc/current-and-prior-tax-credit-rounds

Developer Page (resources, loans, state tax credits, QCTs, etc.) https://housingnm.org/developers

Submit questions after this workshop in writing – FAQ Process https://housingnm.org/developers/lihtc/lihtc-applications-faq-2025

Fundamentals Slides and Video are available here: https://housingnm.org/developers/lihtc/current-and-prior-tax-credit-rounds

Want to meet about your project? (except scoring) https://housingnm.org/developers/developer-meeting-request-form

Rent and Income Limits:

https://housingnm.org/property-owners-agents-and-managers/tools-resources-1/rent-and-income-limits