

EXHIBIT Y

South Carolina State Housing Finance and Development Authority

Management Experience Certification

I, _____ as representative of _____ (name of proposed management entity) certify that as of the date of this certification the below listed LIHTC properties are currently in and have been in our management portfolio for the past three years. I further certify that these three properties have been continuously successfully managed during that time period.

LIHTC Property #1:

Property Name: _____
Property Address: _____
Property Owner Name: _____
Date of Entry into Portfolio: _____

LIHTC Property #2:

Property Name: _____
Property Address: _____
Property Owner Name: _____
Date of Entry into Portfolio: _____

LIHTC Property #3:

Property Name: _____
Property Address: _____
Property Owner Name: _____
Date of Entry into Portfolio: _____

The management plan is attached to Exhibit Y and contains the following criteria identified in the Qualified Allocation Plan (QAP):

- a. separation of duties and adequate supervision of employees;
- b. senior management oversight and review through internal audits;
- c. staffing dedicated to compliance reviews of tenant eligibility and programmatic documentation;
- d. approval process for evictions by consensus of senior or regional managers;
- e. physical inspection policies (frequency, generation of work orders, lease violations for housekeeping or other noncompliant resident behaviors);
- f. record keeping (tenant certifications, annual owner certifications, HOME Rent Approvals, if applicable, etc.);
- g. security of records containing personally identifiable and other protected information;
- h. marketing plan and marketing efforts;
- i. reasonable accommodation plans and policies; and/or
- j. procedures for addressing tenant complaints.

The Proposed Management Entity also certifies that its LIHTC portfolio has met the following continuously for the six month period prior to the date of the application:

- a. an average occupancy rate \geq 90% across the portfolio for all projects that have reached stabilization;
- b. an average monthly collection of 90% of resident receivables (rents paid) across the portfolio for all projects;
- c. all vacant units returned to a market ready condition within 30 days, unless vacancy is due to casualty loss or ongoing rehabilitation

The lead contact person for the management entity must be a certified LIHTC compliance specialist by one of the eligible organizations identified on page 13 of the QAP. The certification credentials for the Lead Contact Person must be included with this form and submitted in the application.

Name and Title of Lead Contact Person for the Management Entity _____

The undersigned hereby certifies and acknowledges that the South Carolina State Housing Finance and Development Authority may rely upon this certification in making an allocation of tax credits.

Printed Name of Management Entity Representative: _____

Signature: _____

Date: _____