SOUTH CAROLINA STATE HOUSING

FINANCE AND DEVELOPMENT AUTHORITY

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2021 9% Low Income Housing Tax Credits

Application Workshop

March 11, 2021

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Upcoming Dates

- May 24th – 28th – Final Applications Due

- June – Developer's Roundtable 2022 QAP

- Late July – Final Scores Posted

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2021 9% LIHTC Information

Our website always reflects the most current information for the 9% LIHTC program.

Qualified Allocation Plan (QAP) & 2021 Program Information

2021 Qualified Allocation Plan (QAP)
Appendix C - Palmetto Opportunity Index
2021 Application Schedule - 11/24/2020
2021 9% Tax Credit Preliminary Applications List - 2/22/2021
2021 9% Tax Credit Preliminary Applications Point Scores - 2/26/2021

Bulletin #1 - 1/7/2021
Bulletin #2 - 1/22/2021
Bulletin #3 - 2/10/2021
Bulletin #4 - 2/17/2021

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Steps to complete and submit 9% Applications -

- Complete Application & Application Checklist

- Upload application, checklist and required documentation

- Overnight, Hand Deliver or Wire Application Fees **(if sending a wire, do not forget the $35 wire fee)**

All applications and fees must be submitted/delivered by 5:00 PM EST on May 28, 2021.

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Wiring Instructions

- Will be available upon request

- Do not use previously sent wiring instructions

- Fee- $35.00

- To request wiring instructions, please email taxcreditquestions@schousing.com between May 24th – 28th

All applications and fees must be submitted/delivered by 5:00 PM EST on May 28, 2021.

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Application

Changes -

- Most Y/N answers are now drop down choices

- Tab 6 – added average income option

- Tab 7 – all unit types have been combined

- Tab 8-A – created for misc. expenses

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Application

Changes -

- Tab 9 – added source code for STC

- Tab 10 – revised Development Cost

- Tab 10-A – removed some Development Cost fields

- Tab 12 – added STC Syndicator info

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Application Checklist

EXHIBIT A

South Carolina State Housing Finance and Development Authority
2021 LIHTC Application Checklist

The Application Checklist _must_ be submitted with the Tax Credit Application.

Development Name: _____   County: _____

Check Off each category for which documents are being submitted. If a section is not applicable mark the section as N/A. Blank or incorrectly checked boxes WILL BE considered incomplete and/or missing documents.

TAB	Document	Comments	Check Off
1	Application	Upload the application in both Excel and PDF format.	
2	Application Fees	$4,500 Application Fee	
		$600 Market Study Review Fee	
		$2,500 Appraisal Fee	
3	Application Checklist	Exhibit A	
4	Attorney Opinion Letter(s)	Exhibit C (Tax Credit Eligibility)	
		Exhibit D (Acquisition/Rehabilitation Developments)	
		Exhibit E (Nonprofit Eligibility)	
		Exhibit O (Identity of Interest)	
5	Developer Certification for Project Rejection Form	Form 1 - Certification for Project Rejection Form	

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Application Submission

Applications will be required to be labeled as the Tab # and the Document name.

Tab 1- Application	File folder
Tab 2- Application Fees	File folder
Tab 3- Application Checklist	File folder
Tab 4- Attorney Opinion	File folder
Tab 5- Developer Certification	File folder
Tab 6- Entitiy Information	File folder
Tab 7- Nonprofit Information	File folder
Tab 8- Entity Agreements	File folder
Tab 9- Previous TC Participation	File folder
Tab 10- Architect-Engineer Certific...	File folder
Tab 11- Site Control	File folder
Tab 12- Zoning-Locational Standar...	File folder

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Application Submission

All tabs of the application will need to be zipped before uploading to the Secure File Exchange.

| 21000 - SC Housing Acres - Application.zip | 3/10/2021 1:32 PM | Compressed (zipp... | 171,369 KB |

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Application Submission
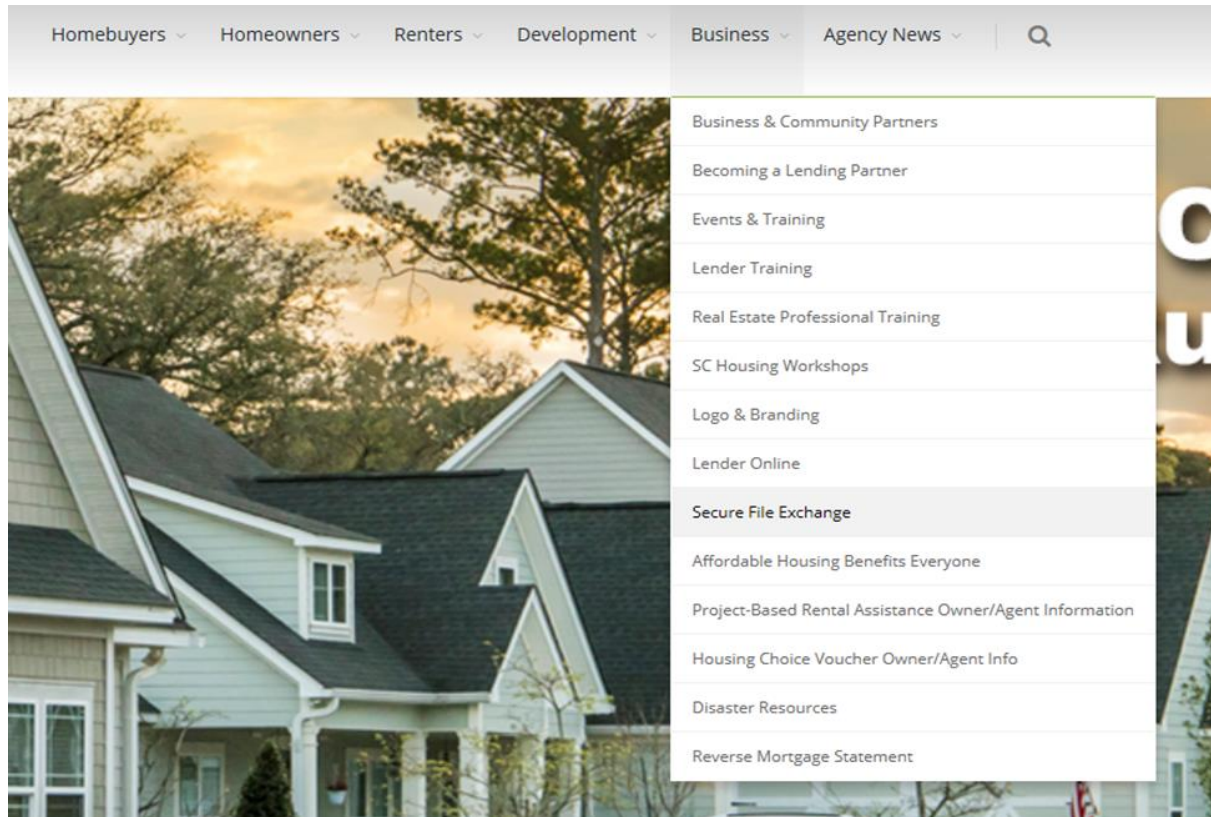
Application Submission - Registration

* If you have already registered, you do not have to register again.

Secure File Exchange Login

Email Address

Password

📇 **Register New Account**

Login

Review the File Upload Instructions for more information.

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Application Submission –Registration

Application Submission - Login

Secure File Exchange Login

Email Address

kim.wilbourne@schousing.com

Password

•••••••••••

📇 **Register New Account**

Login

Review the File Upload Instructions for more information.

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Application Submission – File Upload

Secure File Exchange Dashboard

Welcome, Kim Wilbourne!

Submit File   **Logout**

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Application Submission – File Upload

Secure File Upload

Department

Development - Low-Income Housing Tax Credit

File

\\schfa.net\root\Users\wilbk\LIHTC\Test\Test\21000 - SC Housing Acres - Application.zip | Browse...

Maximim file size is 200 Megs.

Document Title

SC Housing Acres - Application

Note

ID Number (Contract/Customer/Loan/Project)

21000

Upload | Cancel

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Application Submission – File Upload

Make sure to select - Development- Low Income Housing Tax Credit

Secure File Upload

Department

Development - Low-Income Housing Tax Credit ⌄

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Application Submission – File Upload

Make sure to label your file with the Application Number, Development Name and type of document. The file must be in zip format.

File

| \\schfa.net\root\Users\wilbk\LIHTC\Test\21000 - SC Housing Acres - Application .zip | Browse... |

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Application Submission – Notification

Secure File Exchange Dashboard

Welcome, Kim Wilbourne!

File 21000 - SC Housing Acres - Application - 20210310 035320689.zip (164,054,161 bytes) was successfully uploaded.

Submit File   **Logout**

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Application Submission – File Upload

Once your document has been submitted, you will return to the Secure Upload File Screen.

Secure File Upload

Department

File

Browse...

Document Title

Note

ID Number (Contract/Customer/Loan/Project)

Upload   Cancel

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Submission – Email Notification

Save a copy of this email for your records.

New File Uploaded

no-reply

Sent: Wed 3/10/2021 3:53 PM

To: Wilbourne, Kim 6-9083

Please keep this confirmation email for your file submission. You may use the confirmation number below in your communication with our staff. Thank you!

Partner File Uploaded

A new file has been uploaded.

Sender: Kim Wilbourne
Company: SC State Housing
Phone Number: (803) 896-9083

Title: SC Housing Acres - Application
Filename: 21000 - SC Housing Acres - Application - 20210310 035320689.zip
Size: 164,054,161 bytes
Note:
Contract Number: 21000

Confirmation ID: 26131

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Plans & Specs - Submission

Repeat the same steps for uploading the application. Label the file with the Application #, Development Name - Plans. Due to the size of your plans, you may need to compress and zip in more than one file. If so, add 1 of 2 at the end of the file label –

21000 – SC Housing Acres- Plans 1 of 2

21000 - SC Housing Acres - Plans.zip	3/10/2021 3:56 PM	Compressed (zipp...	29,770 KB

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Required Documentation

- Application Checklist

- **Application – must be in Excel and PDF format**

- Application Fee – copy of the check or the federal reference number for wires

- Documentation required on the 2021 LIHTC Application Checklist

All documents must be in Word, Excel or PDF format.

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Questions