

## Instructions for Being Added to the Experienced LIHTC Developers List

Per the QAP, an experienced developer is a "Principal [who has] developed, as controlling general partner or managing member..."

To this end, we are requesting that individuals or entities wishing to be included on the Experienced LIHTC Developers list document his/her/its participation in the partnership or limited liability company. LHAs, non-profits and widely-held corporations must also meet this requirement; however, please note that individuals associated with LHAs, non-profits and widely-held corporations do not meet the requirement for developer experience. Closely-held corporations may submit the name of the majority owner of the corporation. The names of individuals who do not own a majority interest in a closely-held corporation may be considered with the submission of documentation that shows said individual's control over the corporation.

If you wish to be listed, please provide the following either by February 15 or with your Reservation Application.

1. Evidence that the person to be listed has developed, as controlling general partner or managing member, at least six LIHTC properties for which 8609s have been issued **or**;
2. Evidence that the person to be listed has developed, **as a principal**, at least three LIHTC properties for which 8609s have been issued and has at least \$500,000 in liquid assets.

For option 1 above, please submit:

- One 8609 page per project (6 projects = 6 pages total);
- Respective limited partnership agreements or operating agreements that name the Controlling General Partner/Managing Member; include signature pages; and
- Respective organization charts (to the individual level with percentage interest noted)

For option 2 above, please submit:

- One 8609 page per project (3 projects = 3 pages total);
- Respective limited partnership agreements or operating agreements that name the Controlling General Partner/Managing Member;
- A financial statement that has been audited, reviewed, or compiled by an independent certified public accountant. See QAP for more information, including the definition of liquid assets; and
- Respective organization charts (to the individual level with percentage interest noted)

If not listed, you may still receive 50 points (but not be listed) for developer experience, if you provide evidence that the controlling general partner or managing member for the proposed development have developed **as controlling general partner or managing member** at least three tax credit developments that contain at least three times the number of units proposed in the current LIHTC application.