Partnership or Operating Agreement

Including chart of ownership structure with percentage of interests (MANDATORY)
Virginia State Corporation Commission Certification
(MANDATORY)
Principal’s Previous Participation Certification (MANDATORY)
List of LIHTC Developments
(Schedule A)
(MANDATORY)
Site Control Documentation & Most Recent Real Estate Tax Assessment
(MANDATORY)
Third-Party RESNET Rater Certification (MANDATORY)
Zoning Certification Letter

(MANDATORY)
Attorney’s Opinion
(MANDATORY)
Nonprofit Questionnaire

(MANDATORY for points or pool)
Relocation Plan

(MANDATORY, if tenants are displaced)
Documentation of Development Location
K.1

Revitalization Area Certification
K.3

Surveyor’s Certification of Proximity to Public Transportation
PHA/Section 8 Notification Letter
Homeownership Plan
Plan of Development
Certification Letter
P

Copies of 8609s to Certify Developer Experience and Partnership agreements
Documentation of Rental Assistance
Documentation of Operating Budget
S

Supportive Housing Certification
Funding Documentation
U

Documentation to Request Exception to Restriction-Pools with Little/No Increase in Rent Burdened Population
Nonprofit or LHA Purchase Option or Right of First Refusal
W

(Reserved)
Marketing Plan
For units meeting accessibility requirements of HUD section 504