transit-oriented communities credit preliminary application checklist

with federal and state credit

All documents must be uploaded to the project workcenter along with materials identified in the applicable housing tax credit preliminary application checklist. For workcenter set-up and uploading instructions, contact Lolita Monjaraz at lmonjaraz@chfainfo.com. Post a notification in the workcenter once all documents have been uploaded. Document identification should have the project name listed first then the document title.

All required document templates can be found on CHFA's website at: chfainfo.com/rental-housing/housing-credit/application.

☑	#	document	file format
☐	1	A complete Application for federal and state credits as described in the QAP. Use the current Housing Tax Credit Application. Complete all worksheet tabs highlighted in green completed.	Excel
☐	2	Letter of interest from syndicator/equity investor: terms and amounts for TOC Credit must match the application.	PDF
☐	3	Narrative – complete the TOC Credit Application Narrative template.	Word
☐	4	Location of Application site from the Colorado Department of Local Affairs Transit-oriented Communities geospatial resource HB24-1313 Transit-oriented Communities Interactive Map. https://dlg.colorado.gov/transit-oriented-communities	PDF
☐	5	Certification of site eligibility from the Department of Local Affairs.	PDF