



SOUTH CAROLINA STATE HOUSING
FINANCE AND DEVELOPMENT AUTHORITY



SC Housing.com

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2021 9% Low Income Housing Tax Credits

Preliminary Application Workshop

January 19, 2021

Upcoming Dates

- February 15th – 19th- Prelim. Applications Due
- *March 2nd – Final Application Workshop (tentative)*
- March 5th – Preliminary Scores Posted
- May 24th – 28th –Final Applications Due
- Late July – Final Scores Posted



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](#)

[Bulletin #1 - 1/7/2021](#)
[QAP Comments](#)

[2021 Tax Credit Preliminary Application](#)
[Exhibit A- Preliminary Application Checklist](#)



Threshold Items – Prelim. Application

- Developer information
- Site Control



Steps to complete and submit 9% Preliminary Applications -

- Complete Prelim. Application & Application Checklist
- Upload application, checklist and required documentation
- Overnight/Hand Deliver Prelim. Application Fee

All applications and fees must be submitted/delivered by 5:00 PM EST on February 19, 2021.



Application

2021 Low-Income Housing Tax Credit Preliminary Application

Data Entry Instructions:

This workbook has been password protected to prevent the user from overwriting questions, labels, and calculations.

PLEASE READ BEFORE DATA ENTRY

- 1) All data entry should be input in the sections that are shaded with a pale yellow background.
(the protection of the workbook should prevent data entry in other areas)
- 2) For data fields that require a check mark next to the description, please type an "x" in the box.

Should you have any concerns or find any problems or errors with this workbook, please contact:

Kim Wilbourne
(803) 896-9083
taxcreditquestions@schousing.com



Application – Tab 1

South Carolina State Housing Finance & Development Authority 2021 Low-Income Housing Tax Credit Preliminary Application			
Development ID # (for Authority use only)	Development Name:		Date:
Application Type:			
<input type="checkbox"/>	New Construction		
<input type="checkbox"/>	Acquisition/Rehabilitation		
<input type="checkbox"/>	Adaptive Reuse		
Development Information:			
Development Name:	0	County:	Group:
Street Address:		County Code:	
City:		Congressional District # :	
State:	SC	Zip:	
Applicant Information:			
Applicant Name:			
Contact Person:		Email:	
Telephone:			



Application – Tab 2

Site:						
Development located within city limits?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Congressional District # :	<input type="text" value="0"/>
Listed on National Register of Historic Places?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	State Senate District # :	<input type="text"/>
Located in an Opportunity Zone?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	State House District # :	<input type="text"/>
Located in a Qualified Census Tract?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Census Tract # :	<input type="text"/>
Located in a Difficult Development Area?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		
Was the land donated?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		
Is the site zoned for your development?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		
Do any detrimental site characteristics exist?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		
If yes, please list:	<input type="text"/>					



Application – Tab 2 cont'd

Site Control (Parcel 1):					
<input type="checkbox"/>	Deed			Expiration Date:	<input type="text"/>
<input type="checkbox"/>	Option/Purchase Contract			Total Cost of Land:	<input type="text"/>
<input type="checkbox"/>	>50-Year Land Lease/Option			# of Acres:	<input type="text"/>
Seller(s) - this name must be on current recorded deed:				<input type="text"/>	
Address:			City:		
State:		Zip:			
Is there a common ownership interest between the purchaser and seller?				Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, provide attorney opinion on whether the proposal qualifies for tax credits on acquisition costs.					
Latitude and Longitude information: Fill out the table below with coordinates of the parcel to the 5th decimal place. Use additional sheets if required. Repeat for 2nd parcel if applicable.					
	Latitude	Longitude		Latitude	Longitude
For Main Entrance	<input type="text"/>	<input type="text"/>	For Centroid	<input type="text"/>	<input type="text"/>
Vertex 1	<input type="text"/>	<input type="text"/>	Vertex 4	<input type="text"/>	<input type="text"/>
Vertex 2	<input type="text"/>	<input type="text"/>	Vertex 5	<input type="text"/>	<input type="text"/>
Vertex 3	<input type="text"/>	<input type="text"/>	Vertex 6	<input type="text"/>	<input type="text"/>



Application- Tab 2 cont'd

Site Control (Parcel 2, if needed):					
<input type="checkbox"/>	Deed			Expiration Date:	<input type="text"/>
<input type="checkbox"/>	Option/Purchase Contract			Total Cost of Land:	<input type="text"/>
<input type="checkbox"/>	>50-Year Land Lease/Option			# of Acres:	<input type="text"/>
Seller(s) - this name must be on current recorded deed:				<input type="text"/>	
Address:			City:		
State:		Zip:			
Is there a common ownership interest between the purchaser and seller?				Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, provide attorney opinion on whether the proposal qualifies for tax credits on acquisition costs.					
	Latitude	Longitude		Latitude	Longitude
For Main Entrance			For Centroid		
Vertex 1			Vertex 4		
Vertex 2			Vertex 5		
Vertex 3			Vertex 6		
<input type="text"/>					



Application – Scoring Template

POINTS for 2021 Preliminary Tax Credit Competition		1/0/1900	
Name	0		
County	0	Appl Type:	
City	0	Pool:	0
Preliminary Application			
New Construction Only Scoring Criteria			
			Enter Pts. Here
A. POSITIVE SITE CHARACTERISTICS		PTS	
1	Palmetto Opportunity Index	up to 40	
2	Number of Jobs Paying between \$1,251 and \$3,333 within mile/Group A or 2 miles/Group B & C.	up to 10	
4	Project located entirely within a Qualified Opportunity Zone (QOZ).	5	
5	Not Located in a Racially or Ethnically Concentrated Area of Poverty (R/ECAP).	5	
B. LAND DONATION			
1	Local Government owns the proposed real estate at prelim app and has prior to 09/30/2020	5	
D. AFFORDABLE HOUSING SHORTAGE			
1	County where property is located	up to 10	
2	Property located in Allendale, Barnwell, Calhoun, Chester, Colleton, Edgefield, Lee, Saluda, or Union	5	
			0



Application Checklist

EXHIBIT A

SOUTH CAROLINA STATE HOUSING FINANCE and DEVELOPMENT AUTHORITY 2021 LIHTC Preliminary Application Checklist

The Preliminary Application Checklist must be submitted with the Tax Credit Application.

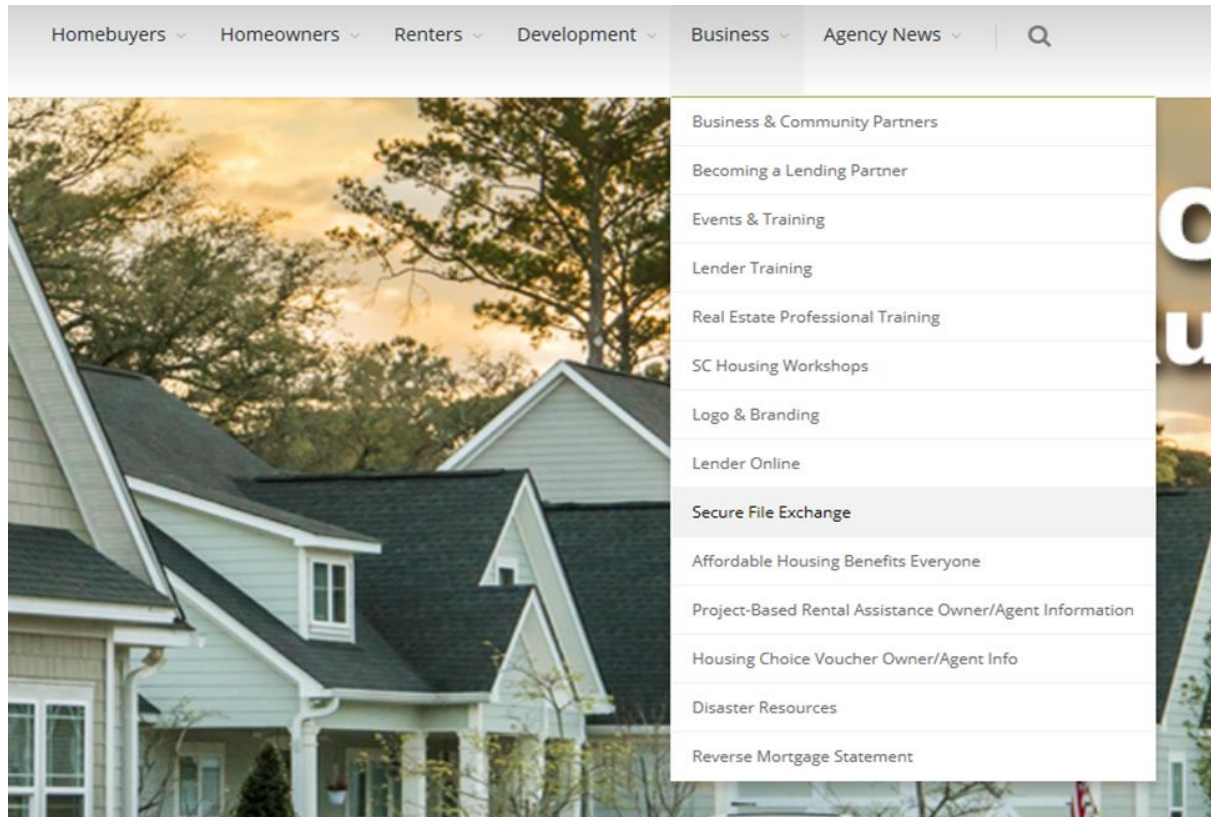
Development Name: _____ County: _____

Check off each category for which documents are being submitted. If a section is not applicable mark the section as N/A.

TAB	Document	Comments	Check Off
1	Application	Tabs 1 & 2 are complete	<input type="checkbox"/>
2	Preliminary Application Fee	\$1,500 Preliminary Application Fee (copy of check), original check to be received by 5:00 pm on Friday, February 19, 2021	<input type="checkbox"/>
3	Site Control Documents (refer to pg 8 of the 2021 QAP)	a. Recorded Deed	<input type="checkbox"/>
		b. Purchase Option	<input type="checkbox"/>
		c. Purchase Contract	<input type="checkbox"/>
		d. Land Lease or option on a land lease	<input type="checkbox"/>
		e. Legally Valid Assignment of one of the above	<input type="checkbox"/>
4	Local Government Donation	Deed showing local government owned land prior to September 30, 2020.	<input type="checkbox"/>
5	Tax Map	Copy of County Tax Map showing property boundaries	<input type="checkbox"/>



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.



Application Submission –Registration

Secure File Exchange Registration

Email Address*

Password*

Confirm Password*

Name*

Company Name

Address


City

State

Zip Code

Phone Number*

Fax Number

I'm not a robot  [Privacy](#) [Terms](#)



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.



Application Submission – File Upload

Secure File Exchange Dashboard

Welcome, Kim Wilbourne!

Submit File

Logout



Application Submission – File Upload

Secure File Upload

Department

File

Document Title

Note

ID Number (Contract/Customer/Loan/Project)



Application Submission – File Upload

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

Secure File Upload

Department

Application Submission – File Upload

Make sure to label your file with the Development Name then the document name.

File

Application Submission – File Upload

Secure File Upload

Department

File

Document Title

Note

ID Number (Contract/Customer/Loan/Project)



Application Submission – Notification

Secure File Exchange Dashboard

Welcome, Kim Wilbourne!

File SC Housing Acres - Preliminary Checklist - 20210113 0327.pdf (476,983 bytes) was successfully uploaded.

Submit File

Logout



Application Submission – File Upload

Once your document has been submitted, you will return to the Secure Upload File Screen. Complete the file upload steps for each required document.

Secure File Upload

Department

File

Document Title

Note

ID Number (Contract/Customer/Loan/Project)



Submission – Email Notification

From: no-reply@schousing.com
To: Wilbourne, Kim 6-9083
Cc:
Subject: New File Uploaded

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: Preliminary Application Checklist
Filename: SC Housing Acres - Preliminary Checklist - 20210115 0914.pdf
Size: 476,983 bytes
Note:
Contract Number: SC Housing Acres

Confirmation ID: 24725



Required Documentation

- Preliminary Application Checklist
- Application
- Application Fee
- Site Control
- Local Government Donation (if applicable)
- Tax Map

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



Questions

