RENTAL HOUSING DEVELOPMENT ASSISTANCE (RHDA)

Application for Rental Development Financing

PLEASE NOTE: AHFC Reserves the right to fund projects at a lower amount than requested, and the right to deny applications that do not coincide with the City's FY 2013-14 Action Plan goals and policy direction from the Austin City Council.

Project Name: **Bluebonnet Studios**

Project Address: **2301 S. Lamar Blvd., Austin, TX** Zip Code: **78704**

Total # units in project/property: **107** Census Tract Number: **13.04**

Total # units to be assisted with RHDA Funding: **107**

Project type (check all that apply with an '**X**'):

[X] Acquisition [ ] Rehabilitation [X] New construction [ ] Refinance [ ] Rent Buy-Down

Amount of funds requested: **$1,500,000** Terms Requested: **Deferred forgivable with 40 plus yr term**

Role of applicant in Project (check all that apply): ____ Owner **X** Developer **X** Sponsor

1. Applicant Information (If applicant is not acting as the developer, please provide all of the information below for the developer as well as for the applicant. If the developer involves multiple entities, is a partnership or joint venture, please provide duplicative information for each, and identify the entity that will serve as the "lead" organization).

Foundation Communities, Inc. Name — [X] **Developer** [ ] **Consultant/Other** Applicant is (please check appropriate box):

3036 S. 1st Street Street Address

Austin City | **Texas, 78704** State, Zip | **(512) 447-2026** Telephone

Jennifer Hicks Contact Person | **(512) 610-4025** Contact Telephone | **jennifer.hicks@foundcom.org** E-mail address

[redacted] Federal Tax ID Number | **556352268** D-U-N-S Number (REQUIRED - Visit www.dnb.com for free DUNS#)

The applicant/developer certifies that the data included in this application and the exhibits attached hereto are true and correct. *Unsigned/undated submissions will not be considered.*

Foundation Communities, Inc. Legal Name of Developer/Entity

Signature of Authorized Officer

City of Austin
SEP 16 2014
NHCD / AHFC

Executive Director Title

9-16-2014 Date

CONSIDER SMOKE-FREE HOUSING

The City of Austin encourages the development of smoke-free rental housing. Smoke-free housing protects the health of residents by decreasing exposure to harmful secondhand smoke. Also, apartment owners and managers reap the benefits of more efficient and less expensive unit turnovers, potentially lower insurance premiums, and reduced risk of fires.

Smoke-free policies are legally permissible and can be a marketing advantage for attracting and retaining residents. More than 80 percent of people living in the Austin area do not use tobacco, and a 2011 survey conducted by the Austin/Travis County Health and Human Services Department found that 77 percent of renters in Travis County would prefer to live in tobacco-free housing.

Find out how you can protect the health of residents, make your property safer, and save money by downloading a copy of "A Manager's Guide to Smoke-Free Housing Policies" at: http://www.livetobaccofreeaustin.org/owners.php.

Please answer the following questions.

Is this development intended to have restrictions on smoking? X Yes ___No

If "Yes," what level of restriction is intended?

X No smoking anywhere on the property, inside or outside

___ No smoking Inside residents' units

___ No smoking in outdoor exclusive use areas such as individual balconies or patios

___ No smoking in outdoor common areas such as pool, parking lot, green spaces, etc.

___ No smoking outdoors within a reasonable distance from building entrances (such as 15 – 25 feet) to prevent smoke from entering another resident's open windows or doors.

2. **A. <u>Non-profit applicants/developers</u>, attached copies of the following:**
   1. A "certificate of status" issued by the Texas Secretary of State. – **ATTACHMENT 1**
   2. Federal IRS certification granting non-profit tax-exempt status. – **ATTACHMENT 2**
   3. Certified financial audit for most recent year which include the auditor's opinion and management letters. **- ATTACHMENT 3**
   4. Board resolution approving the proposed project and authorizing the request for funding - **ATTACHMENT 4**

3. **Project Type (Please check <u>any</u> that apply.)** This project is considered:

_____**Traditional Rental Housing** (serving low-income households, and resident services may or may not be provided)

_____**Transitional Housing** (case management services provided and residency limited to a certain length of time, usually no more than 24 months)

__X__**Permanent Supportive Housing** (Considered long-term rental housing for very low-income families and individuals who are among the hardest to serve and who are most vulnerable to homelessness. This type of housing provides case management services to residents as needed).

If you checked Permanent Supportive Housing, please complete the information below.

A. Numbers of proposed PSH Units:

<u>107</u> Total Number of Units in project
<u>21</u> Total Number of Permanent Supportive Housing (PSH) Units Proposed

B. Check the population or sub-population(s) proposed to be served and indicate the number of units dedicated to that population or sub-population.

1._____ Persons needing **"Housing First,"** a Permanent Supportive Housing model typically designed for individuals or families who have complex service needs, who are often turned away from other affordable housing settings, and/or who are least likely to be able to proactively seek and obtain housing on their own. Housing First approaches also include rapid re-housing which provides quick access to permanent housing through interim rental assistance and supportive services on a time-limited basis.

NUMBER OF UNITS _____

Individuals or families headed by individuals that are:

2.<u>X</u>_____**Chronically homeless** as established in the HEARTH Act (Homeless Emergency and Rapid Transition to Housing Act of 2009) found at 24 CFR Part 577.

NUMBER OF UNITS <u>21</u>_____

3._____Households that would otherwise meet the HUD definition of chronically homeless per the HEARTH Act, but **have been in an institution for over 90 days**, including a jail, prison, substance abuse facility, mental health treatment facility, hospital or other similar facility.

NUMBER OF UNITS _____

4._____Unaccompanied youth or families with children **defined as homeless under other federal statutes** who:

a. have experienced a long-term period without living independently in permanent housing;
b. have experienced persistent instability as measured by frequent moves over such period; and
c. can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability, or multiple barriers to employment.

NUMBER OF UNITS _____

5._____ A single adult or household led by an adult **'aging out' of state custody of the foster care or juvenile probation system**, where the head of household is homeless or at-risk of homelessness.

NUMBER OF UNITS _____

6._____ Any other population **not defined above** but who would otherwise be eligible for or need permanent supportive housing services.

NUMBER OF UNITS _____

NOTE: APPLICANTS CHECKING B.1, B.2, B.3, or B.4 ABOVE MUST COLLECT AND REPORT INFORMATION INTO THE HOMELESS MANAGEMENT INFORMATION SERVICE (HMIS)

4. **Project Description**. Provide a brief project description that addresses items "A" through "L" below.

Foundation Communities is applying for additional funding from the City of Austin in the amount of **$1,500,000** for the new construction of Bluebonnet Studios – 107 units of affordable supportive housing located in the heart of South Austin at 2301 S. Lamar Blvd., Austin, TX 78704.

The $1,500,000 will be the second request in City funding for the Bluebonnet Studios project. The project was originally awarded $2,000,000 in February 2014 as leverage for the 2014 Low Income Housing Tax Credit Application. The City's critical leverage enabled Bluebonnet Studios to receive an award of the highly competitive 9% credits. After the 9% credit award, the $2,000,000 was approved by City Council on August 7, 2014 and was utilized to acquire the site of Bluebonnet Studios on August 29, 2014.

As with many of our previous awards, Foundation Communities waits until the award of tax credits is final before coming back to the City for an additional ask. The project is farther along now – with the site plan and design almost complete – and construction costs can be better estimated. The latest development budget has hard construction costs that are based on construction bids from our Homestead Oaks project in June 2014. Construction costs in Austin only seem to be rising.

This $1,500,000 request brings the total AHFC funds invested in Bluebonnet to $3,500,000 or $32k per unit. This amount is within range of the AHFC funding committed on our Skyline Terrace and Capital Studios supportive housing communities. As supportive housing with no third party debt, the City of Austin's funding contribution is a critical layer to the overall project funding stack.

With this request, Foundation Communities has also increased the number of units set-aside for chronic homeless individuals. With our first request, we set aside 6 units. **With this second request, we will increase the amount of units set aside for chronic homeless individuals to 21 units.** Currently, 25% of all of our single room occupancy supportive housing units are set aside for individuals meeting the definition of chronic homeless. Foundation Communities is taking chronic homeless individuals out of the shelters and off the streets and providing them stable housing. We are able to do this through a comprehensive and intensive array of supportive services. **In 2013, Foundation Communities spent over $3,000,000 toward supportive services at our permanent supportive housing communities. This is $6,450 per supportive housing resident per year and $537 per month for just services.** This is more than the rent we receive on most of the supportive housing units. In total, Foundation Communities' model of permanent supportive housing costs FC $13k per resident per year. This is in line with best-practice PSH models in New York City, Denver and Portland.

Bluebonnet Studios has made significant progress since our first application for City funding in January 2014. We secured an extremely competitive allocation of Low Income Housing Tax Credits that will bring $8.6 million in equity to the project. A Request for Proposals of tax credit equity was due back to Foundation Communities on Sept. 12th and an equity investor will be selected soon after. Foundation Communities has launched a capital campaign to help cover the fundraising gap on all three projects with some very promising donor prospects. Design is currently underway for the project with plans to submit site plan in November 2014 and building plans in January 2015.

Foundation Communities wanted to review the unique aspects of Bluebonnet Studios that garner the City's support of additional funding:

1) Prime location on South Lamar Boulevard with excellent public transit, employment and service amenities within steps.
2) Creating an affordable housing option among the over 2,000 units of market rate apartments and condos that will be completed on South Lamar by year end of 2014. The lack of affordability in South Austin is at a critical crossroads.
3) 107 efficiency apartments for single adults in the range of $396 to $660 (all bills paid).
4) All units for persons with incomes below 50% Median Family Income.
5) 21 units for persons who are chronically homeless.
6) Targeted supportive services available to all residents free-of-charge including case management, benefits assistance, healthcare screening and management, budgeting and money management classes, life skills training and health and wellness activities.
7) Goal of achieving LEED platinum green construction.

a. Describe the tenant population, income levels, and services, if any, to be provided to or made available to residents.

A total of 107 units will be available to extremely and very low income individuals. Sixty percent of the units (64 units) will be reserved for individuals with incomes below 50% of the Median Family Income. Twenty percent of the units (21 units) will be reserved for individuals with incomes below 40% of the Median Family Income and the remaining twenty percent of the units (22 units) will be reserved for individuals with incomes below 30% of the Median Family Income. The reality is that most residents will have incomes below 30% MFI.

Twenty percent of the units (21 units) will be reserved for chronically homeless as established by the HEARTH act. The remaining 114 units will be targeted to a mix of populations including: individuals on a fixed income (elderly and/or persons with disabilities), persons with low wage employment, homeless persons and persons on the verge of homelessness.

Supportive services will be made available to all residents at Bluebonnet Studios. The goal of the supportive services will be to promote stable housing through programs that increase access to health assistance, promote increased and stable income, and provide services that support self-development. The menu of supportive services at our permanent supportive housing properties typically include:

- Case management
- Adult education classes
- Money management classes
- Information and referral to community services
- Home health assistant
- Education savings program
- Free tax preparation
- Financial stability programs
- 24-hour computer lab
- Monthly food pantry
- Welcome Home Baskets

Please see Section 15(a) for a more detailed explanation of services to be provided at Bluebonnet Studios.

b. Include the type of structure (multi-family or single-family), number and size of units in square feet.

Bluebonnet Studios will be a 107-unit single room occupancy supportive housing rental community for individuals. Each approximately 450 square foot efficiency unit will contain a kitchenette and bathroom. Common spaces for resident use will include a lounge, computer lab, community meeting room, community laundry and community kitchen.

The unit mix for the property is as follows:

Unit Type	# of Units	Square Footage
0 bedroom/1 bath	3	403 sq. ft.
0 bedroom/1 bath	79	439 sq. ft.

0 bedroom/1 bath	1	454 sq. ft.
0 bedroom/1 bath	1	468 sq. ft.
0 bedroom/1 bath	19	497 sq. ft.
0 bedroom/1 bath	2	526 sq. ft.
0 bedroom/1 bath	2	540 sq. ft.
		48,387 sq. ft. (rentable square feet)
		6,649 sq. ft. (common area spaces)
TOTAL		**55,036 sq. ft.**

c. **Occupation:** Bluebonnet Studios is new construction and therefore is not occupied.

d. **VMU, TOD, PUD or .25 mile from transit stop:** Bluebonnet Studios is located in a VMU. Bluebonnet Studios is located within a ¼ mile of a transit stop (only 145 feet from a bus stop).

e. **Preservation:** Bluebonnet Studios is new construction and therefore will be adding 107 new units to Austin's affordable housing stock.

f. **Existing Structure:** Bluebonnet Studios is new construction therefore this section is not applicable.

g. **Section 8:** Bluebonnet Studios will not be reserving units for Section 8 voucher holders. Instead, vouchers will be accepted at our property.

h. **Indicate the number of units that are or will be made accessible and adaptable for persons with mobility, sight or hearing disabilities.**

At a minimum, 10% of the total units (11) will be designed for persons with Mobility Impairments using Section 504 and Fair Housing Accessibility as guidelines. In addition, at a minimum, 2% of total units (2) will be made accessible for persons with hearing and visual impairments.

i. **Demonstrate the Project's compatibility with current Neighborhood Plan (if applicable).**

Bluebonnet Studios does not fall within a current Neighborhood Plan.

j. **Summarize the key financials of the project, clearly indicating the total project cost, the amount and intended use of AHFC funds being requested, and the amount(s) and provider(s) of other funding and the stage of those funding commitments.**

The total revised cost to construct the 107-unit Bluebonnet Studios is $15,939,925. The sources of funds for this project include:

City of Austin, in the total amount of $2,000,000 through first application and $1,500,000 in this second application. The first $2,000,000 was already utilized to acquire the land on August 29, 2014. The second request of $1,500,000 will be used for construction hard costs. Since this project is serving a population that can only afford to pay a minimal amount in monthly rent, the project will only be feasible if there is no debt service to repay. We request that all funds from the City to be in the form of a deferred forgivable loan with a loan term of at least 40 years.

TDHCA Low Income Housing Tax Credits (LIHTC), in the amount of approximately $8,623,238 ($845,500 annual allocation). The 9% tax credits can be put toward any development cost for the project. Bluebonnet Studios received an award of 9% LIHTCs on July 31, 2014. We will finalize our equity investor by October 1, 2014.

NeighborWorks America in the amount of $550,000. On an annual basis, Foundation Communities, as a NeighborWorks America charter member, is eligible for up to $450,000 in funding to support development projects in the pipeline. $250,000 of our 2014 award will be allocated to Bluebonnet Studios and $300,000 of our 2015 award.

Federal Home Loan Bank grant in the amount of $1,000,000. Foundation Communities will apply in March 2015. Foundation Communities has received 11 previous FHLB grants and feel chances are very strong for an award for Bluebonnet Studios. If a project is not successful the first round, you may resubmit the following year which will still be in the acceptable application threshold for Bluebonnet.

Owner Equity in the amount of $1,749,672. Foundation Communities has launched a capital campaign to help cover the private fundraising gap on all three new 2014 LIHTC projects. FC has already reached out to several donors in order to get some lead gifts for the campaign. Foundation Communities is confident that we can close the gap on the fundraising, but is willing to commit the organization's own funds to fill any gap remaining at project close out.

Deferred Developer Fee in the amount of $517,015, which can be paid back by property cash flow within 15 years (as required by tax credit investor.)

Please attach the following to the description of the above items:

k. A map (8 ½" x 11") indicating the property location and the distance to the nearest Capital Metro Transit Stop to which residents will have access.

Please see **ATTACHMENT 6** for a map of the property location and distance to nearest Capital Metro Transit Stop.

5. Site Control and Demonstration of Value

Foundation Communities, Inc. acquired Bluebonnet Studios on August 29, 2014. Please see **ATTACHMENT 7: Warranty Deed** and **ATTACHMENT 8: Current Tax Documentation**.

6. Zoning

A zoning change is not required to develop Bluebonnet Studios because of the VMU overlay in place. Please see **ATTACHMENT 9: Zoning** for confirmation letter.

7. S.M.A.R.T. Housing™. Please see **ATTACHMENT 10** for SMART Housing certification letter.

8. Development Team and Capacity. Identify below the persons or entities anticipated to be involved in the project, such as lenders, attorneys, accountants, architects, engineers, general contractor, sub-contractors, property managers and consultants. Also, indicate if any person or entity involved is certified by the City of Austin as a minority or women-owned business enterprise **(MBE/WBE),** or if any of the entities are also **non-profit** organizations.

NOTE: The development team for Bluebonnet Studios has not, yet, been completely assembled. Foundation Communities always promotes the inclusion of MBE/WBE businesses as part of our development team.

	Name and Contact Information	**MBE? (Mark X if Yes)**	**WBE? (Mark X if Yes)**	**Non-profit? (Mark X if Yes)**
Owner	FC Bluebonnet Housing, LP, 3036 S. 1st Street, Austin, TX 78704			
Developer	Foundation Communities, Inc., 3036 S. 1st Street, Austin, TX 78704			X
Architect	Dick Clark & Associates, 207 W. 4th Street, Austin, TX 78701 & Forge Craft, 608 West Monroe, Suite C, Austin TX 78704			
Engineer	Big Red Dog, Brad Lingvai, 1021 East 7th Street, Suite 100, Austin, TX 78702			
Construction Lender	TBD – by October 1, 2014			
Other Lenders	TBD - by October 1, 2014			
Attorney	Rick Hightower, 5901 Old Fredericksburg Road A-103Austin, Texas 78749			
Accountant	Ann Clift, CFO, Foundation Communities, Inc., 3036 S. 1st Street, Austin, TX 78704			
General Contractor	SpawGlass, 1111 Smith Rd., Austin, TX 78721			

Consultant (if Applicable)	N/A			
Property Management Provider	Foundation Communities, Inc., 3036 S. 1st Street, Austin, TX 78704			X
Supportive Service Provider	Foundation Communities, Inc., 3036 S. 1st Street, Austin, TX 78704			X

Foundation Communities has 20 years of experience contracting for and overseeing the construction and rehabilitation of affordable housing. As the owner and manager of 14 affordable housing properties (1,982 units) in Austin and 3 affordable housing properties (691 units) in North Texas, Foundation Communities has built a strong development team and has worked together on many projects. Three of our existing communities were new construction projects financed with tax credits with two additional communities (275 units) currently in design and construction. Fourteen of our communities were purchased as existing properties and greatly improved with renovations, green spaces and playscapes, learning centers, landscaping, signage, lighting and green building features (solar panels and rain water harvesting). Four properties are single room occupancy permanent supportive housing, two properties are duplexes and the remaining 11 properties are multifamily properties.

Housing Development Team - Our Housing Development Team consists of the following FC staff (Please see **ATTACHMENT 11** for resumes):

Walter Moreau is FC's Executive Director. During his 20-year career, Moreau has secured subsidy financing of more than $100 million to create more than 2,400 units of service-enriched, nonprofit-owned affordable housing. Moreau was recognized as a 2007 James A. Johnson Community Fellow by the Fannie Mae Foundation. He was also awarded the 2005 Social Entrepreneur of the Year Award and the 2004 Texas Houser Award. He holds a Master's degree from UT's LBJ School of Public Affairs. He has been with Foundation Communities for 19 years.

Sunshine Mathon, Design and Development Director, directs the programming, design and construction management of all development projects. He has a focus on green building and sustainability issues, such as energy and water conservation, use of recycled content materials and indoor environmental quality. Sunshine is the project manager for Capital Studios (under construction), Homestead Apartments (in construction) and the recently completed Arbor Terrace and M Station. Sunshine coordinates the RFQ and bid process for architect, engineer and general contractor and is the direct link between the third party design and construction professionals and FC's Development team. FC has had the privilege of working with a number of quality general contractors and invites those firms to bid on all projects developed by Foundation Communities (in addition, to other firms that might be interested.)

Vicki McDonald, Asset Manager, oversees the income and assets of the FC portfolio. She has over 30 years of experience in owning and managing multifamily, office and retail developments. For 25 years, she owned and operated Vista Properties, a real estate firm specializing in the management, leasing and brokerage of income producing assets. Vicki is the link between the development team and property management as well as filling in on project management as the pipeline demands.

Jennifer Hicks, Director of Housing Finance, pursues new development opportunities and identifies and packages subsidy and conventional financing for multi-family housing. Packaging includes running project proformas, applying for the funding, bidding out equity/mortgages, coordinating closings, and ensuring compliance with construction-related funding provisions. Jennifer also coordinates due diligence reports such as the Phase I ESA, appraisal, market studies, property condition reports, and surveys. Over the past 10 years, Jennifer has secured grants and loans from public and private sources totaling $120 million for the acquisition and rehabilitation of eight communities (1,128 units) and two learning centers.

John Guttman, Real Estate Project Manager, underwrites all new development proposals and manages initial site analysis and due diligence. John also assists the Director of Housing Finance with all phases of each capital funding stack including preparation of funding applications (including LIHTC applications), solicitation of mortgage and equity financing and coordination of financing closings. John has extensive experience in financial modeling and site investigation.

Aubrie Christensen, Development Project Manager, assists the Design and Development Director with the programming, design and construction management of development projects. Aubrie joined Foundation

Communities in summer 2014 in order to add development capacity. Aubrie is a graduate of the University of Texas School of Architecture and has a passion and interest in sustainability.

Please see **ATTACHMENT 11** for a Development Resume for Foundation Communities, Inc.

Please also provide narrative information about the skills you or your development team members have in the following areas:

a. **project management:** Sunshine Mathon was the Project Manager of M Station and Arbor Terrace, as well as for Capital Studios and Homestead Oaks (now underway.) Sunshine coordinates the RFQ and bid process for architect, engineer and general contractor. He is also acts as the direct link between the third party design and construction professionals and FC's development team. Jennifer Hicks has packaged the financing for all developments by Foundation Communities the last 10 years. The packaging includes running project proformas, applying for the funding, bidding out equity/mortgages, coordinating closings, and ensuring compliance with construction-related funding provisions. John Guttman coordinates due diligence reports such as the Phase I ESA, appraisal, market studies, property condition reports, and surveys.

b. **market analysis:** Foundation Communities typically engages a third party firm to conduct market studies for each of our proposed projects. The market study is ordered in the contract feasibility period. John Guttman receives bids and engages each project's market analyst.

c. **site selection and control:** Walter Moreau has 20 years of site selection experience. Sites are selected based on a variety of factors including current funding priorities, availability of low-cost land, preservation of affordable housing opportunities and availability of sites in close proximity to existing FC properties. Vicki McDonald is a licensed real estate broker and is involved in all real estate contract negotiations. Jennifer Hicks works with the title company to ensure all requirements are met on the buyer side and oversees the closing on behalf of Foundation Communities.

d. **planning and construction**: Sunshine Mathon has structured the professional development team and overseen the planning and construction for FC's last three projects. Foundation Communities contracts with third-party General Contractors. FC has had the privilege of working with a number of quality general contractors and invites those firms to bid on all projects developed by Foundation Communities (in addition, to other firms who might be interested.)

e. **design, architecture and engineering:** Sunshine Mathon also oversees the hiring of the design and engineering team. Typically, Sunshine issues an RFQ to an invited list of bidders (open to all interested parties.) The list is narrowed down based on responses and then the FC development team including Walter, Vicki, Jennifer and Sunshine meet the finalists and make a selection based on presentations.

f. **legal and accounting:** Rick Hightower has been the general counsel for Foundation Communities for the past 15+ years and handles most real estate transactions. Foundation Communities has historically worked with Kutak Rock as a tax credit counsel on LIHTC projects. All accounting is performed in-house by an accounting team led by Ann Clift, CFO. Tax returns, audits and cost certifications for tax credit properties are contracted out to Novogradac and Company, LLC.

g. **federal funding rules:** Foundation Communities has extensive experience working with programs funded by HUD and their associated federal regulations including: Federal Labor Standards, Davis Bacon Reporting, Section 3, Affirmative Marketing, Environmental Clearances, Public Notices and Procurement Standards. Please see **ATTACHMENT 11** for the Foundation Communities Development Resume.

h. **other funding source rules (e.g. Low Income Housing Tax Credits):**
Please see the FC Development Resume as **ATTACHMENT 11** for a list of properties and the funding sources in place at each property. Also, please see Question 11 for more detailed information on Financing Experience.

9. **Development Schedule.** Complete the grid below. You may re-order the steps according to the appropriate sequence for your project and to add in any other significant steps integral to your project's development. If the multiple properties are involved, provide a development schedule for each property.

	DATE(S)
Acquisition and/or holding	**August 2014**
Environmental and/or historic review (AHFC)	**July-October 2014**
Securing and packaging project financing	**July-December 2014**
Construction Specifications and Cost estimates	**December 2014 –**

	February 2015
Construction Bids	**June 2015**
Construction Start	**August 2015**
Anticipated Draws (list all)	**August 2015** **September 2015** **October 2015** **November 2015**
End Construction	**October 2016**
Start of Rent-up	**November 2016**
Completion & Operation	**April 2017**

10. Accessible and Adaptable Units. Indicate the number of units proposed to be **accessible and adaptable** for persons with mobility, sight and hearing disabilities as required by RHDA Program Guidelines.

_____ Units adaptable for persons with mobility disabilities

11 Units accessible for persons with mobility disabilities

_____ Units adaptable for persons with sight and hearing disabilities

2 Units accessible for persons with sight and hearing disabilities

11. Developer Capacity. Provide narrative information on recent, similar, and successful experience in affordable housing development. Include experience using multiple fund sources, managing affordable rental developments, and previous working history with the Austin Housing Finance Corporation.

Recent Development Experience: Bluebonnet Studios will draw upon the recently completed new construction of M Station Apartments, both Capital Studios and Homestead Oaks currently in development, as well as the completion of four SRO housing communities. Please see **ATTACHMENT 11** for a description of these projects in the FC Development Resume.

Foundation Communities, Inc. has experience utilizing all funding tools available for the development of affordable multifamily housing. We have an excellent track record of securing funding in competitive allocations of the 9% LIHTC. We also have solid relationships with multiple lenders. Three most recently completed projects utilize the following five layers of funding: 9% LIHTCs, City of Austin RHDA funding, FHLB AHP program, construction/permanent loan and private fundraising.

LIHTCs and BONDS

Foundation Communities has applied for and been awarded 9% LIHTCs for six developments. Two of these awards were forward commitments by the Texas Department of Housing Board of Directors giving testament to Foundation Communities track record of high-quality developments with compelling missions. FC's development team is well-versed in the LIHTC program and application process. All applications are completed in-house by staff. Staff also closely follows the drafting of the Qualified Allocation Plan and is aware of changes to threshold and scoring items that impact a high-scoring application. FC has a staff team that has over 10 years of tax credit compliance with a record of no significant findings. FC also has relationships with multiple tax credit investors including Enterprise Community Investment and Bank of America.

Foundation Communities built and financed the Southwest Trails Apartments utilizing 4% LIHTC and private activity bonds. Bonds were issued by Austin Housing Finance Corporation. The credits were purchased by Related Capital and the bonds financed with Chartermac. The closing took place over two days with a dozen attorneys, but was successful.

City of Austin RHDA

The City of Austin has been a major contributor on every project completed by Foundation Communities in the past 10 years. The FC Development team follows the release of the City's application rules and NOFA and has a solid working relationship with City of Austin NHCD/AHFC staff.

FHLB AHP Program

Foundation Communities has applied for and received eight awards through the FHLB Affordable Housing Program and received the highest funding amount awarded for our M Station property of $1,500,000.

Private Mortgages
Foundation Communities has excellent relationships with several lenders that allow for competitive rates and pricing. We currently have private mortgages with Compass BBBVA, Bank of America, Wells Fargo and Greater Texas Federal Credit Union.

Private Fundraising
Foundation Communities employs a diverse fundraising strategy. In 2013, private fundraising totaled over $3,000,000 (not including capital funding from City of Austin). Foundation and corporate grants range from $3,000 to hundreds of thousands of dollars, and fund both capital projects and FC's wide range of programs (education, supportive housing, etc.).

Property Management Experience: Foundation Communities performs all leasing, maintenance, accounting, compliance and other property management functions for its 14 Austin properties. Foundation Communities earns property management and asset management fees that help support the overall nonprofit mission. The success of Foundation Communities' property management is demonstrated through its high occupancy (usually averaging more than 95 percent), low turnover (under 32 percent), ability to keep all properties performing within their operating budgets, completion of capital repairs of over $535/unit, and a relatively high percentage of move outs going to homeownership (20 percent).

A majority of Foundation Communities' 17 properties feature a federal source of funding. Specifically, Foundation Communities' staff has experience with the compliance and reporting requirements of the Low Income Housing Tax Credit program, HOME program, and HUD Continuum of Care Funding Programs.

Please find in **ATTACHMENT 11** a list of the properties managed by Foundation Communities and the funding programs in place at the specific property. Bluebonnet Studios will be staffed with a property manager, assistant property manager, lead maintenance and porter. The property will be staffed 24-hours a day with front desk clerks in addition to a Supportive Service Coordinator/Case Manager. All supportive housing properties are overseen by Kristy Bowers, Supportive Property Supervisor, who is overseen by Sandra Lumley, Property Director. Sandra has been with Foundation Communities for 20 years and has extensive knowledge of all funding programs and required compliance.

12. Detailed Project Budget. Use the following table, or comparable format, to provide a complete project budget. Add line-items as necessary. If this project has already received funding from AHFC, indicate by line item the amounts from the prior award.

DETAILED PROJECT BUDGET				
	Cost	**Prior award of RHDA Funds (if any)**	**RHDA Funds Requested**	**Description or Comments**
PREDEVELOPMENT				
Appraisal	6,000			
Environmental Review	7,670			
Engineering	62,950			
Soils Report	9,500			
Survey	10,000			
Civil Feasibility Report	4,500			
Market Study	7,200			
Architectural	582,103			
TOTAL PREDEVELOPMENT	**$689,923**			
ACQUISITION				
Site and/or Land	2,300,000	**2,000,000**		**Land Acquired on 8/29/2014**
Structures				
Closing Costs	23,000			
TOTAL ACQUISITION	**$2,323,000**			
HARD COSTS				
Site work	742,740			
Demolition	45,000			

Concrete	736,934			
Masonry	66,290			
Woods and Plastics	1,246,933			
Finishes	853,063			
Waterproofing & Insulation	753,869			
Roofing & Sheet Metal	374,515			
Plumbing/Hot Water	1,224,191			
HVAC	1,138,159			
Electrical	1,150,250			
Doors/Windows/Glass	374,500			
Equipment	206,774			
Special Construction	10,645			
Fire Suppression	255,967			
Specialties/Special Equipment	50,081			
Carpet	0			
Conveying Equipment	145,389			
Solar Electric	160,000			
Wifi Data Wiring/Security/Sub-Metering	79,000			
General Requirements	419,639			
Contractor Profit and Fee	348,046			
Construction Contingency	487,247			
TOTAL CONSTRUCTION	**$10,869,232**		**$1,500,000**	**To be drawn for construction costs**
SOFT & CARRYING COSTS				
Legal	10,000			
Audit/Accounting	10,000			
Title/Recording	75,000			
Permit and Impact Fees	56,000			
Construction Interest	58,333			
Construction Loan Fees	20,000			
Construction Period Insurance	109,235			
Construction Period Taxes	62,792			
Green Consultant	67,200			
Tax Opinion	6,500			
P&P Bond	100,000			
Tax Credit Fees	37,576			
FF&E (for Units and Common Areas)	90,000			
TOTAL SOFT & CARRYING COSTS	**$702,636**			
RESERVES & DEVELOPMENT FEE				
Operating and Lease-Up Reserve	300,000			
Development Fee	1,055,133			
TOTAL RESERVES & DEVELOPMENT FEE	**$1,355,133**			
TOTAL PROJECT BUDGET	**$15,939,925**	**$2,000,000**	**$1,500,000**	

13. Funds Proposal. Provide the following information to facilitate financial review of the proposed project:

a. **Sources and Uses of Funds** – Complete **Tables A & B (below)**, identifying all sources and uses of funds to implement project and include evidence of funds anticipated (financial statements, commitment letters, etc.).

TABLE A: SOURCES OF FUNDS SUMMARY					Intended Use of Funds (Predevelopment, Acquisition, Construction, Soft Costs)
	Term	Interest Rate	Amount	Evidence (Deed, Sales Contract)	
Owner Equity					
Owner Equity			$1,749,672	COMMITTED	Construction/hard/soft costs
Private Financing (List Lenders					
Low Income Housing Tax Credits			$8,623,238	COMMITTED	Construction/hard/soft costs
NeighborWorks America			$550,000	COMMITTED	Construction/hard/soft costs
FHLB AHP Grant			$1,000,0000	WILL APPLY	Construction/hard costs
Other Sources (List Below)					
Deferred Developer Fee			$517,015	COMMITTED	Construction/hard/soft costs
RHDA Funds – 1st Application			$2,000,0000	COMMITTED	Used for acquisition
Proposed RHDA Funds	40 years	0%	$1,500,000	THIS APPLICATION	Acquisition/Construction/hard c
TOTAL			**$15,939,925**		

TABLE B: USES OF FUNDS SUMMARY		
	Total Cost	Cost/Unit
Predevelopment	$689,923	$6,448
Acquisition	$2,323,000	$21,710
Hard Costs	$10,869,232	$101,582
Soft & Carrying Costs	$2,057,769	$19,231
TOTAL	**$15,939,925**	**$148,971**

b. **Leveraging** – Complete **Table C (below)**.

TABLE C: PERCENTAGE OF RHDA FUNDS	
RHDA Funds	**$3,500,000**
Other Funds	**$12,439,925**
Total Project Cost	**$15,939,925**
RHDA Funds ÷ Total Project Cost=	**21.96%**

c. **Operating Proforma** – Please see **ATTACHMENT 16.**

14. **Good Neighbor Policy.** The completed Good Neighbor Checklist and related documentation are attached as **ATTACHMENT 12**. The South Lamar Neighborhood Association voted to support the Bluebonnet Studios project. Their letter of support has also been included in this tab.

15. **Description of Supportive Services.** If supportive services are NOT to be provided, **please stop here**. For all other projects, if supportive services are to be provided to residents, provide a description of the services that includes the following information:

a. A description of the supportive services to be provided to residents and/or clients.

Foundation Communities is committed to providing not only the housing, but, as part of our mission to create housing where residents succeed, the essential support services to stabilize and empower individuals living in permanent supportive housing. Foundation Communities' model of housing-plus-services provides the supportive services that individuals need to successfully transition to stability. The target population of Bluebonnet Studios will be mixed serving a small percentage of chronic homeless and a larger percentage of individuals on fixed incomes and low-wage workers. Like the population, the array of services offered at Bluebonnet Studios will be mixed with some residents needing more and some needing less.

Services typically offered at FC's Permanent Supportive Housing properties include:

- Mental health counseling and supported treatment;
- Individual and group substance abuse supported treatment;
- Daily living skills training;
- Budgeting and money management skills;
- Advocacy for benefits and entitlements including Social Security, Medicaid, and Food Stamps;
- Health, wellness and recreational activities;
- Supports for family reconnections;
- Vocational and supported employment services;
- Food pantry
- GED and ESL classes
- Eviction prevention
- Case management
- Home health assistant
- Education savings program
- Free tax preparation
- 24-hour computer lab
- Welcome Home Baskets

c. The number and types of residents/clients expected to be served annually.

Bluebonnet Studios will house 107 individuals at any given time. The service needs of the property will vary according to the resident profile. We are targeting 20% of the units to chronic homeless and expect the service needs of this population to be extremely high. The balance of units will be targeted to individuals on fixed incomes and low-income workers who will still require a variety of services, but at a lower degree. With an average turnover of 30%, we expect to serve approximately 139 individuals a year with some degree of services.

d. Describe the developer's experience and qualifications in providing the services to be offered.

Foundation Communities, as the primary supportive service provider at Bluebonnet Studios, has 20 years experience in the provision of supportive services to its residents. At all of our properties, we enable our residents to increase their personal development, education, safety, and health at one convenient location in their neighborhood. Through strategic partnerships, last year FC gave 900 children of working parents a safe place to go when school's out right where they live and helped 85% of students maintain or improve grades. Talented volunteers help us increase adults' earning potential through classes in English as a Second Language, GED preparation, and computer skills, as well as employment counseling and social service referrals. Throughout our learning centers, our newest program area, Health Initiatives, brings healthier living to entire families in the form of nutrition and cooking, active play, and exercise.
Each year, we also empower more than 100 families to become smart consumers through economic education and at least 50% of them to reduce debt. More than 125 families have earned a 2-to-1 match in special savings accounts to purchase a home, attended college, or started a business. We also provide free income tax preparation for 18,000+ low-income workers and retirees with the help of 600 IRS-certified volunteers. We are one of the first organizations in Austin to provide assistance with insurance sign-up under the Affordable Care Act.

Foundation Communities has been increasingly involved in serving the homeless since 2001, when, working with the Homeless Alliance, we began looking at opportunities to develop supportive housing units for Austin's homeless population. In 2003, with the purchase and redevelopment of an abandoned nursing

home, Garden Terrace opened its doors. This was not only Foundation Communities' first single room occupancy (SRO)/permanent supportive housing (PSH) community, it was the first intentional SRO development in Austin. We followed with the opening of Spring Terrace in 2006, Skyline Terrace in 2008 Arbor Terrace in 2012 and Capital Studios in 2014 for a total of 600 PSH SRO units.

Providing apartments in our SRO communities does not in itself end homelessness on a long-term basis. Our strategy of 'wrap around' supportive services helps our clients maintain housing and avoid a return to the streets. Our low income PSH residents include individuals coming out of homelessness, those with severe and persistent mental illness, people with physical disabilities, homeless and/or disabled veterans, older adults, those suffering from chronic disease (e.g., hypertension, diabetes), and young adults aging out of foster care with persistent mental and behavioral issues. We strive to provide – and increase – the services that will foster maximum stability and progress in our residents. Each community is staffed by Case Managers and Supportive Services Coordinators, who meet regularly with residents and assists them with maintaining housing through accessing rental assistance, increasing income through employment, accessing public benefits to meet basic needs (such as food stamps, SSI/SSDI, unemployment benefits, etc), assisting with educational opportunities, and addressing behavioral issues. The Supportive Service Coordinator also works closely with property management to help tenants negotiate payment plans or take steps to address the issues preventing them from being self-sufficient. Case Managers work more intensely, and on a regular basis, with special needs vulnerable tenants.

We have recently begun a partnership with Lone Star Circle of Care to establish a "medical home" for many of our residents, including psychiatric services, as this is critical to maintaining their stability. A new funding source has allowed us to fund a Case Manager position for our newly-opened property, Arbor Terrace, as well as retain a nurse practitioner on staff to meet regular medical needs in this extremely vulnerable population. Other services provided include: an on-site food pantry residents can access monthly and on an emergency basis, computer classes, cooking classes, literacy tutoring, and counseling.

We further leverage services through partnerships and innovations including:

- Medication management and home chore assistance through a contract with Family Eldercare
- A collaboration including Austin Travis County Integrated Care, Austin Recovery, and NAMI Austin funded through a grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) that provides clinical services to residents with substance abuse, mental health, or co-occurring issues.
- A direct assistance fund that case managers can strategically use to support client goals (eg. books for school or clothing for employment)
- The Terraces also receive and give referrals from many area agencies

If services are not provided by the developer of the project, include a description of the organization(s) providing the services and a memorandum of understanding or some other type of agreement that indicates the relationship between the developer and service provider.

While Foundation Communities will be the main supportive service provider at Bluebonnet Studios, we rely on partnerships with the following organizations to broaden and strengthen our service delivery:

- **Caritas of Austin:** provides HUD subsidized rent and case management services for 41 formerly chronically homeless and disabled unaccompanied adults living in our PSH communities.
- **Salvation Army/Passages:** provides HUD subsidized rent and case management services for 15 formerly homeless individuals living at our PSH communities.
- **PLAN of Central Texas, Inc.:** provides intensive clinical case management, peer to peer supports, and clinical supervision to residents in our PSH housing participating in our SAMSHA-funded mental health and substance abuse treatment support services program.
- **Austin Recovery, Inc.** – provides inpatient detox and substance abuse treatment services to residents participating in our SAMSHA-funded mental health and substance abuse treatment support services program.
- **Communities for Recovery:** provides peer to peer recovery aftercare services to residents in our SAMHSA-funded mental health and substance abuse treatment services program.
- **Austin Clubhouse, Inc.:** provides a work-ordered day program, as well as employment readiness supports, and transitional/supportive employment services.
- **Family Eldercare:** provides designated payee services, as well as in-home support including meal preparation assistance, transportation, housekeeping assistance, and medication reminder assistance to residents in our PSH communities (not just for older adults).

- **The University of Texas School of Nursing:** each semester, nursing students in the advanced community nursing practicum provide medical case management to our residents assisting them in better identifying and meeting their healthcare needs.
- **Integral Care (formerly Austin/Travis Co. MHMR):** Co-facilitate Mental Health First Aid trainings for the Austin community.
- **NAMI** – Austin: Provides funding for free counseling and therapy sessions at Capital Area Counseling for supportive housing residents.
- **Capital Area Food Bank:** partners in providing food pantries at our supportive housing communities. Also does Healthy Cooking Classes at with residents at our properties.
- **YMCA of Austin:** Partners with our SRO resident services to provide reduced rate family memberships for residents to participate in Fresh Start Fitness program. 12 residents can participate for 90 days, after which they can continue personal membership in an income-based program, usually $10/month.
- **Austin Area Mental Health Consumers Self Help and Advocacy Center:** Partners in providing peer-to-peer wellness groups at our supportive housing communities.
- **Downtown Austin Community Court (DACC**): Partners in providing 20 units of PSH in two of our communities for chronically homeless/disabled individuals who are chronic users of DACC resources.
- **Project Transitions:** Partners in providing 5 units of PSH for individuals living with HIV/AIDS.
- **Lone star Circle of Care:** Provides integrated care (behavioral health & primary health care) for residents under the auspices of the Federal Substance Abuse and Mental Health Administration (SAMHSA) Services in Supportive Housing (SSH) Grant.
- **Bluebonnet Trails Community Services:** provides outreach, screening, assessment, and referral for individuals attempting to recover from substance use disorders.
- **Veteran Affairs Supportive Housing Program:** provides TBRA vouchers for homeless veterans.
- **Capital Area Counseling:** partnership providing counseling/therapy to PSH residents.
- **Basic Need Coalition:** Active participation.
- **Ending Community Homelessness Organization (ECHO):** Both our Director of Supportive Housing and Director of Supportive Services are active members and participate with the Housing Work Group. These groups combine the efforts of roughly 75 participating agencies.
- **Referrals:** The Terraces receive and give referrals from many area agencies, including Austin Travis County Integrated Care, SafePlace, Lifeworks, Salvation Army, Goodwill, Foundation for the Homeless, Aids Services of Austin, Green Doors, and the U.S. Department of Veteran Affairs.

e. If services are not provided by the developer of the project, include a description of the organization(s) providing the services and a memorandum of understanding or some other type of agreement that indicates the relationship between the developer and service provider.

All supportive services at Bluebonnet Studios will be provided by Foundation Communities, Inc.

d. Provide resumes of key personnel who will be actively involved in the delivery of services. Resumes should include information about certifications, licenses, years of experience, and education.

Supportive Service Staff (Please see **ATTACHMENT 13** for staff resumes):

Julian Huerta – Deputy Director - provides leadership for all Foundation Communities' resident and community services. Julian develops and directs education, financial stability and supportive housing programs that serve more than 20,000 working poor families and homeless adults annually. He brings over 20 years' experience in program development, nonprofit administration and fundraising.

Mario Cortez, Director of Supportive Housing. Mario has 15 years of experience working with homeless and low-income populations, and holds a Masters in Social Work. Prior to joining Foundation Communities, he spent 3 years developing the Keep Austin Housed AmeriCorps project. He Co-Chairs the Social Services Case Management Network & the Housing Stability Committee of the Basic Needs Coalition, sits on the Executive Committee of the Basic Needs Coalition, and leads planning for Stand Up and Be Counted. Mario oversees all supportive housing programs.

Tim Miles, Director of Supportive Services. Tim has been working professionally in the nonprofit social service field since 1990. His experience includes managing group homes, coordinating community mental health services for children and families, and providing wraparound services to homeless, dually-diagnosed, mentally ill adults. Tim is a U.S. Army veteran, and holds graduate degrees in theology and social work. Tim oversees supportive services at FC's permanent supportive housing communities.

Supportive Service Coordinators and Case Managers work at the permanent supportive housing communities. Working closely with property managers, they develop creative programs and establish and oversee partnerships that support residents in successfully maintaining housing, accessing education and employment services and contributing to a positive sense of community. Case managers work with a smaller number of high-needs clients on a regular basis, e.g., weekly, to provide these individuals with the more intensive support they need to maintain housing and stability. A Case Manager will be hired for Bluebonnet Studios that meets the job qualifications attached.

f. Demonstrate financial capacity to provide support services and/or operate a supportive services program by providing the following information:

1. **<u>Sources of Funds</u>: Identify sources and amounts of funds that will be or are expected to be utilized to provide supportive services.**

   A portion of the staffing and program costs for the Supportive Service programming at the Bluebonnet Studios project is included as a line-item in the property's operating pro-forma. Cash flow from the property will be used to fund the salary of the full-time Social Service Coordinator plus other smaller program expenses (i.e. direct aid to residents.) The remaining portion of the services will be funded through the St. David's Foundation – Healthy Minds program and PSH Supportive Service funding from the City of Austin.

   Sources:

Project Cash Flow w/in Operating budget	$60,000
St. David's Foundation – Healthy Minds	$66,425
City of Austin PSH Supportive Services Funding	$3,750
TOTAL	**$130,175**

   Please see **ATTACHMENT 14** for a detailed Supportive Service budget.

2. **<u>Budget</u>: Include a supportive services budget which reflects current and anticipated funding and expenses associated with the provision of services for three (3) years.**

   Please see **ATTACHMENT 14** for a detailed supportive services budget for Bluebonnet Studios.

ATTENTION:

Please submit with the Application a completed "self-evaluation" using the following Scoring Criteria.

RHDA PROGRAM
SCORING CRITERIA

REQUIRED INFORMATION:

1. Applicant Information X
2a. Non-profit Required Items X
OR
2b. For-profit Required Items _____
3. Project Description X
4. Site Control/Value X
5. Zoning X
6. S.M.A.R.T. Housing X
7. Development Team X
8. Development Schedule X
9. Developer Capacity X
10. Accessible/Adaptable Units X
11. Experience/Qualifications X
12. Project Budget X
13. Funds Proposal:
    a. Sources X
    b. Uses X
    c. Leveraging X
    d. Operating Proforma X
14. Good Neighbor Checklist X

EVALUATION CRITERIA:

Applications for proposed projects will be reviewed and scored on a competitive basis per the evaluation criteria below. Applications must receive a minimum score of **150** points out of a maximum score of **240** points. PLEASE NOTE: A score above the minimum score does not guarantee funding.

CORE VALUES POINTS

(Affordable Housing Core Values: Deeper levels of affordability, long-term affordability, and geographic dispersion of affordable units throughout the City.)

Score

1. **AFFORDABLE UNITS** (maximum 25 points) **25**
If development has a mix of 30%, 40%, and/or 50% MFI units, add the results for the percentage of units in each income category up to the maximum of 25 points. If the percentage of units at a given MFI level is not a multiple of 10, round up to the next closest multiple of 10 to get the score for that particular MFI level

	% of Affordable Units in Project (only count units reserved for 50% MFI and below)					
% MFI	10% of units	20% of units	30% of units	40% of units	50% of units	60% of units
50%	3	5	10	15	20	25
40%	5	10	15	20	25	
30%	10	15	20	25		

Score

2. **AFFORDABILITY PERIOD** (25 points) **25**

25 points: Affordability period is:

_____ 99 years;

OR

25 40 years, and project is applying for Low Income Housing Tax Credits. Note: AHFC funding is contingent upon the award of Low Income Housing Tax Credits.

Score

3. **GEOGRAPHIC DISPERSION** (maximum 25 points) **10**

Project is located in an area identified according to the Kirwan Institute's Comprehensive Opportunity Map of Austin as having greater opportunity for low-income households.

25 points: Very High priority area
20 points: High priority area
15 points: Moderate priority area
10 points: Low priority area
5 points: Very Low priority area

Please see ATTACHMENT 15 for Opportunity Map documentation.

INITIATIVES AND PRIORITIES POINTS

(Permanent Supportive Housing, Sustainability, Priority Locations, Accessible and Integrated, and Preservation of Affordable Housing)

Score

4. **PERMANENT SUPPORTIVE HOUSING (PSH)** (maximum 25 points) **15**

25 points: "Housing First" model.

15 points: Project will reserve units for PSH for the following populations:

-- Chronically Homeless as established in the HEARTH Act (24 CFR Part 577)
-- Have been in an institution for over 90 days
-- Unaccompanied youth or families with children defined as homeless under other federal statutes
-- Youth "aging out" of state custody or the foster care or the juvenile probation system

10 points: Project will reserve units for PSH for populations other than those listed above.

Score

5. **SINGLE-FAMILY RENTAL HOUSING, INCLUDING SECONDARY UNITS ("GREEN ALLEY INITIATIVE")** (20 points) **0**

20 points: Project consists of either new construction or rehabilitation of one or more single-family rental units, secondary units, or units compatible with the City's "Green Alley Initiative."

Score

6. **ACCESSIBILITY AND HOUSING FOR PERSONS WITH DISABILITIES** (maximum 20 points) **0**

_____**10 points:** In multi-family developments, (i.e. 5 or more units) or for single-family rental housing (i.e., 1 to 4 units), 50% or more of the total number of units will be made accessible per the Uniform Federal Accessibility Standards (UFAS).

_____**10 points:** Units to be designated for persons with disabilities as defined in the Fair Housing Act: for Multi-family developments, (i.e. 5 or more units), at least 25% of all units; for single-family rental housing (i.e., 1 to 4 units) 1 or more units.

Score

7. PRIORITY LOCATION (10 points) **10**

10 points: Project is:

X located in a Vertical Mixed-Use (VMU) Corridor; or
_____ **a Planned-Unit Development (PUD);** or
_____ located within a Transit-Oriented Development (TOD) area, or
X **is located 0.25 miles (1,320 feet) or less from a transit stop.**

Score

8. PRESERVATION OF AFFORDABLE UNITS (10 points) **0**

10 points: Project is the rehabilitation and preservation of existing affordable housing units, or new units are being constructed to replace existing affordable units at the same location on a one-to-one replacement basis or a greater than one-to-one replacement basis.

Score

9. TRANSITIONAL HOUSING (10 points) **0**

10 points: Project will be developed and operated exclusively as transitional housing.

UNDERWRITING POINTS

(EXPERIENCE, CAPACITY, DEVELOPMENT FEASIBILITY, OPERATIONAL FEASIBILITY, COMPATIBILITY WITH OTHER PROGRAM REQUIREMENTS)

Score

10. DEVELOPER EXPERIENCE AND QUALIFICATIONS (maximum 15 points) **15**

15 points: Developer has recent, similar, and successful completion of a development similar in size and scope with income-restricted units.
10 points: Developer has recent, similar, and successful completion of a development **smaller** in size and scope with income-restricted units.
8 points: Consultant directly involved who has successfully completed a development similar in size and scope with income-restricted units.
5 points: Developer has recent, similar, and successful completion of a development similar in size and scope **without** income-restricted units

Score

11. SOURCES & USES OF FUNDS (maximum 10 points) **5**

10 points: All sources and uses of funds are clearly indicated and sufficient evidence of funding availability and/or commitments are included.

5 points: All sources and uses of fund are clearly indicated, but evidence of funding availability or commitments are incomplete.

Score

12. DEBT COVERAGE RATIO (maximum 10 points) **10**

10 points: DCR of 1.25 or greater or will be a **debt-free development**
6 points: DCR between 1.21 - 1.24
4 points: DCR between 1.15 - 1.20

Score

13. LEVERAGE (maximum 10 points) **10**

RHDA Program funding (including prior awards and the current request) divided by Total Project Costs equals:

10 points: 25% or less
8 points: 26% - 30%
6 points: 31% - 35%
4 points: 36% - 50%
2 points: 51% - 54%
0 points: 55% or greater

Score

14. RHDA COST PER UNIT in $1,000s (maximum 10 points) **10**

	Multi-Unit Structures	Single-Unit Structures
10 points	<$40/unit	<$50/unit
8 points	<$45/unit	<$60/unit
6 points	<$50/unit	<$70/unit
4 points	<$55/unit	<$80/unit
2 points	<$60/unit	<$90/unit

Score

15. PROJECT READINESS (maximum 10 points) **6**

New construction
2 points each; maximum 10 points
2 The project meets the normal eligibility requirements under the existing program guidelines.
2 The property is already owned by the developer.
_____ The project has completed all necessary design work and received site plan approval.
2 All environmental reviews have been completed.
_____ The project has firm commitments from all financing sources.

Acquisition and Rehab
2 points each; maximum 10 points
_____ The project meets the normal eligibility requirements under the existing program guidelines
_____ All environmental reviews have been completed.
_____ The project has firm commitments from all financing sources.
_____ A General Contractor has been selected.
_____ Closing on the acquisition of the property can be achieved in less than 30 days.

Acquisition of Completed Units
2.5 points each; maximum 10 points (A total score of 2.5 points will be rounded to 3; a total score of 7.5 points will be rounded to 8.)
_____ The project meets the normal eligibility requirements under the existing program guidelines
_____ All environmental reviews have been completed.
_____ The project has firm commitments from all financing sources.
_____ Closing on the acquisition of the property can be achieved in less than 30 days.

Score

16. PROPERTY MANAGEMENT (maximum 10 points) **10**

10 points: Designated Property Management Entity has documented track record of success managing income-restricted properties of similar size and/or similar unit counts, and has the capacity to take on management of the proposed project.

8 points: Designated Property Management Entity has a documented track record of success managing income- restricted properties of smaller size and/or fewer units, and has the capacity to take on management of the proposed project.

4 points: Designated Property Management Entity has a documented track record of successful property management experience and has the capacity to take on management of the proposed project, but has not managed an income-restricted property.

Score

17. SUPPORTIVE SERVICES (maximum 15 points) **15**

15 points:

a. The developer has secured written agreements with organizations that will provide resident services, or has experienced and qualified staff (7 or more years of experience) able to provide the same services.
b. Funds have been identified for the operation of resident services programs.
c. A 3-year estimated operating budget for the operation of the resident services programs is provided.

10 points:

a. The developer has secured letters of intent from organizations that intend to provide resident services, or has experienced and qualified staff (3 to 6 years of experience) able to provide the same services.
b. Funds have been identified for the operation of the resident services programs.
c. A 3-year estimated operating budget for the operation of the resident services programs is provided.

5 points:

a. The developer has experienced and qualified staff (1 to 2 years of experience) able to provide the same resident services.
b. Funds have been identified for the operation of the resident services programs.
c. A 3-year estimated operating budget for the operation of the resident services programs is provided.

Score

18. MBE/WBE PROJECT PARTICIPATION (5 points) **5**

5 points: Development Team includes one or more registered City of Austin minority- or woman-owned business enterprises (M/WBE).

NOTE: Although the project does not include MBE/WBE on the development team at this time, it will most definitely include MBE/WBE businesses when completely formed.

TOTAL SCORE 171

ATTACHMENT 1:
CERT OF STATUS

Corporations Section
P.O.Box 13697
Austin, Texas 78711-3697

Nandita Berry
Secretary of State

Office of the Secretary of State

Certificate of Fact

The undersigned, as Secretary of State of Texas, does hereby certify that the document, Articles Of Incorporation for FOUNDATION COMMUNITIES, INC. (file number 114499001), a Domestic Nonprofit Corporation, was filed in this office on March 05, 1990.

It is further certified that the entity status in Texas is in existence.

In testimony whereof, I have hereunto signed my name officially and caused to be impressed hereon the Seal of State at my office in Austin, Texas on January 23, 2014.

Nandita Berry
Secretary of State

ATTACHMENT 2:

IRS LETTERS

Internal Revenue Service

Date: August 24, 2004

Foundation Communities, Inc.
3036 South First Street
Austin, TX 78704-6391

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Janet M. Duncan 31-07676
Customer Service Specialist
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
[redacted]
Group Exemption Number:
7171

Dear Sir or Madam:

This is in response to your request of July 6, 2004, regarding your organization's tax-exempt status.

In May 1990 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under section 509(a)(2) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list your organization submitted as exempt from federal income tax under section 501(c)(3) of the Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
1100 COMMERCE STREET
DALLAS, TX 75242-0000

DEPARTMENT OF THE TREASURY

Date:
JUN 06 1995

CENTRAL TEXAS MUTUAL HOUSING
ASSOCIATION
C/O CINDY CHRISTIANSEN
2512 S IH 35 STE 350
AUSTIN, TX 78704-5751

Employer Identification Number:
[redacted]
Case Number:
755122043
Contact Person:
ANNETTE SMITH
Contact Telephone Number:
(214) 767-6023

Our Letter Dated:
May 23, 1990
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(2).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(2) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(2) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

Bobby E. Scott
District Director

ATTACHMENT 4:
RESOLUTION

RESOLUTION
BOARD OF DIRECTORS OF
Foundation Communities, Inc.
Bluebonnet Studios

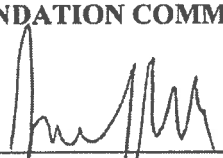
WHEREAS, **Foundation Communities, Inc.,** a non-profit Community Housing Development Organization, is applying for funding from the Austin Housing Finance Corporation in Rental Housing Development Assistance Funding for the following project:

Up to $1,500,000 in funding for a proposed 107-unit supportive housing, rental community located at 2301 S. Lamar Blvd., Austin, TX 78704. The funding will be used for acquisition and/or construction costs.

NOW, THEREFORE, the Board of Directors of **Foundation Communities, Inc.** hereby authorizes making an application for funding to the Austin Housing Finance Corporation.

Adopted and approved by the Board of Directors on the 17th day of September, 2014.

FOUNDATION COMMUNITIES, INC.

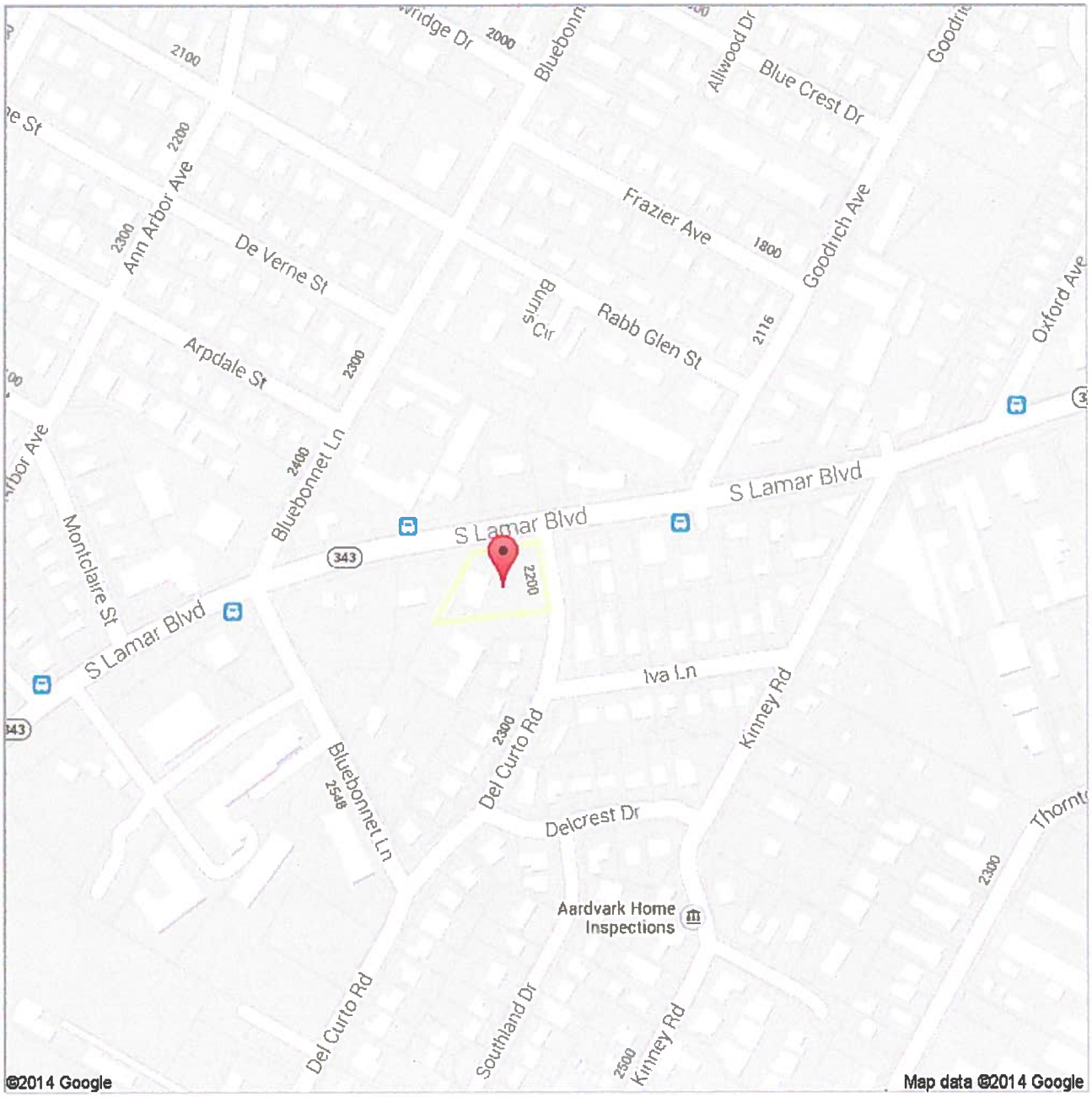


Jason Qanell, Chair
Board of Directors of Foundation Communities, Inc.

ATTACHMENT 5:
NEIGHBORHOOD PLAN

ATTACHMENT 6:

MAPS



2301 S Lamar Blvd

The bus stop serving routes 3, 331, 338, & 484 is 145 feet from the edge of the site.

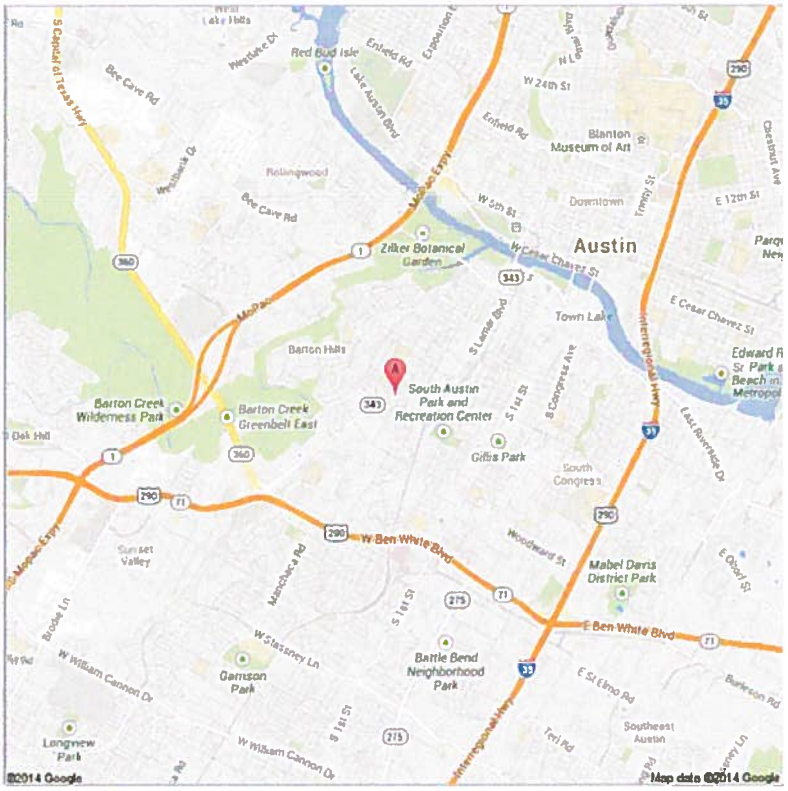
Bluebonnet Studios

Bluebonnet Studios

Routes 3, 331, 338, & 484

Google

Address **2301 S Lamar Blvd**
Austin, TX 78704



ATTACHMENT 7:
SITE CONTROL

ELECTRONICALLY RECORDED 2014130420

TRV 3 PGS

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SPECIAL WARRANTY DEED WITH VENDOR'S LIEN

DATE: August 29, 2014

GRANTOR (whether one or more): CAVALIER LAMAR HOLDINGS, LP, acting by and through Kyle Chapman, LLC

GRANTOR'S MAILING ADDRESS:
18300 S.IH 35 - PO Box 594
Buda, Texas 78610

GRANTEE (whether one or more): FC BLUEBONNET HOUSING, LP

GRANTEE'S MAILING ADDRESS:
3036 South 1st Street, # 200
Austin, Texas 78704

CONSIDERATION:

TEN DOLLARS ($10.00) and a note of even date in the principal amount of TWO MILLION AND NO/100 DOLLARS ($2,000,000.00), and is executed by Grantee, payable to the order of FOUNDATION COMMUNITIES, INC. The note is secured by a vendor's lien retained in favor of FOUNDATION COMMUNITIES, INC, in this deed and by a deed of trust of even date from Grantee to WALTER MOREAU, Trustee.

PROPERTY (including any improvements):

Tract "A" of F.M. DEL CURTO'S RESUBDIVISION OF LOTS #1 & #2 AND PORTIONS OF LOTS #3, #26, #27, #28, #29 AND #30 OF DELCREST ADDITION, a subdivision in Travis County, Texas, according to the map or plat of record in Volume 13, Page 62 of the Plat Records of Travis County, Texas.

RESERVATIONS FROM AND EXCEPTIONS TO CONVEYANCE AND WARRANTY:

Ad valorem taxes for 2014;

A 5' by 77' electric and telephone easement located along the west side of the property, granted to the City of Austin, as described in Vol. 2376, Page 472, of the Real Property Records of Travis County, Texas, and shown on the survey dated February 25, 2014 by

Jason Ward, RPLS No. 5811;

Building setback line(s) as shown and/or described on plat of record in Vol. 13, Page 62, of the Plat Records of Travis County, Texas;

Location of overhead utility lines within the boundaries of the subject property, shown on the survey dated February 25, 2014 by Jason Ward, RPLS No. 5811;

Fences do not follow the property lines, shown on the survey dated February 25, 2014 by Jason Ward, RPLS No. 5811.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's successors and assigns forever. Grantor hereby binds Grantor and Grantor's successors and assigns to WARRANT AND FOREVER DEFEND all and singular the property to Grantee, Grantee's successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty, when the claim is by, through or under Grantor but not otherwise.

The vendor's lien against and superior title to the property are retained until each note described is fully paid according to its terms, at which time this deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.

FOUNDATION COMMUNITIES, INC, at Grantee's request, has paid in cash to Grantor that portion of the purchase price of the property that is evidenced by the note described. The vendor's lien and superior title to the property are retained for the benefit of FOUNDATION COMMUNITIES, INC, and are transferred to that party without recourse on Grantor.

CAVALIER LAMAR HOLDINGS, LP

By: KYLE CHAPMAN, LLC, General Partner

By: _____

KYLE CHAPMAN, Manager

STATE OF TEXAS)
)
COUNTY OF TRAVIS)

This instrument was acknowledged before me on this 29 day of August, 2014, by KYLE CHAPMAN, Manager of KYLE CHAPMAN, LLC, a Texas limited liability company, on behalf of the company, and the company acknowledged the instrument as General Partner of CAVALIER LAMAR HOLDINGS, LP, a Texas limited partnership, on behalf of the partnership.

ELIZABETH YOUNG
Notary Public, State of Texas
My Commission Expires
MAY 27, 2016

NOTARY PUBLIC, STATE OF TEXAS

AFTER RECORDING, RETURN TO:

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

DANA DEBEAUVOIR, COUNTY CLERK
TRAVIS COUNTY, TEXAS
August 29 2014 04:37 PM
FEE: $ 34.00 2014130420

ATTACHMENT 8:
TAX DOCUMENTATION

Travis CAD

Property Search Results > 303136 CAVALIER LAMAR HOLDINGS L P for Year 2014

Property

Account

Property ID:	303136	Legal Description:	LOT A *FM DEL CURTO RESUB LOT 1-2 & PT 3,26-30 DELCREST ADDN
Geographic ID:	0401070229	Agent Code:	ID:2049
Type:	Real		
Property Use Code:			
Property Use Description:			

Location

Address:	2301 S LAMAR BLVD TX 78704	Mapsco:	614K
Neighborhood:	OFFICE SMALL <10,000SF	Map ID:	040708
Neighborhood CD:	53SCN		

Owner

Name:	CAVALIER LAMAR HOLDINGS L P	Owner ID:	269723
Mailing Address:	2301 S LAMAR BLVD AUSTIN , TX 78704-4726	% Ownership:	100.0000000000%
		Exemptions:	

Values

(+) Improvement Homesite Value:	+	$0		
(+) Improvement Non-Homesite Value:	+	$52,839		
(+) Land Homesite Value:	+	$0		
(+) Land Non-Homesite Value:	+	$750,000	Ag / Timber Use Value	
(+) Agricultural Market Valuation:	+	$0		$0
(+) Timber Market Valuation:	+	$0		$0
(=) Market Value:	=	$802,839		
(–) Ag or Timber Use Value Reduction:	–	$0		
(=) Appraised Value:	=	$802,839		
(–) HS Cap:	–	$0		
(=) Assessed Value:	=	$802,839		

Taxing Jurisdiction

Owner: CAVALIER LAMAR HOLDINGS L P
% Ownership: 100.0000000000%
Total Value: $802,839

Entity	Description	Tax Rate	Appraised Value	Taxable Value	Estimated Tax
01	AUSTIN ISD	1.222000	$802,839	$802,839	$9,810.69
02	CITY OF AUSTIN	0.502700	$802,839	$802,839	$4,035.87
03	TRAVIS COUNTY	0.494600	$802,839	$802,839	$3,970.85
0A	TRAVIS CENTRAL APP DIST	0.000000	$802,839	$802,839	$0.00
2J	TRAVIS COUNTY HEALTHCARE DISTRICT	0.129000	$802,839	$802,839	$1,035.67
68	AUSTIN COMM COLL DIST	0.094900	$802,839	$802,839	$761.90
	Total Tax Rate:	2.443200			
				Taxes w/Current Exemptions:	$19,614.98
				Taxes w/o Exemptions:	$19,614.96

Improvement / Building

Improvement #1: OFFICE (SMALL) **State Code:** F1 **Living Area:** 4038.0 sqft **Value:** $52,839

Type	Description	Class CD	Exterior Wall	Year Built	SQFT
1ST	1st Floor	C - 4		1961	3088.0
1ST	1st Floor	C - 4		1961	950.0
551	PAVED AREA	AA - *		1961	27000.0
482	LIGHT POLES	* - *		1961	4.0

501	CANOPY	G - *	1961	498.0
501	CANOPY	G - *	1961	300.0
327	STORAGE COMM'L	A - *	2011	437.5

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	LAND	Land	0.6887	30000.00	0.00	0.00	$750,000	$0

Roll Value History

Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2015	N/A	N/A	N/A	N/A	N/A	N/A
2014	$52,839	$750,000	0	802,839	$0	$802,839
2013	$52,839	$750,000	0	802,839	$0	$802,839
2012	$337,379	$540,000	0	877,379	$0	$877,379
2011	$332,737	$540,000	0	872,737	$0	$872,737
2010	$312,054	$300,000	0	612,054	$0	$612,054

Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Deed Number
1	8/23/2004	WD	WARRANTY DEED	DCWE NO 2 LTD	CAVALIER LAMAR HOLDINGS L P	00000	00000	2004161752TR
2	2/20/2001	SW	SPECIAL WARRANTY DEED	AUSTIN DAIRY QUEEN STORES INC	DCWE NO 2 LTD	00000	00000	2001026579TR
3	8/1/1971	WD	WARRANTY DEED	MCGUCKIN GENE	AUSTIN DAIRY QUEEN STORES INC	04386	00999	

Questions Please Call (512) 834-9317

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ATTACHMENT 9:
ZONING

City of Austin

Founded by Congress, Republic of Texas, 1839
Planning and Development Review Department
One Texas Center, 505 Barton Springs Road
P.O. Box 1088, Austin, Texas 78767

February 18, 2014

Jennifer Daughtrey Hicks
Director of Housing Finance
Foundation Communities
3036 S. 1st Street, Suite 200
Austin, TX 78704

Re: Zoning Verification for the Property located at 2301 South Lamar Boulevard, Austin, Texas, further described as LOT A *FM DEL CURTO RESUB LOT 1-2 & PT 3,26-30 DELCREST ADDN, TCAD Parcel ID No. 040170229 (aka 303136)

Dear Ms. Hicks:

This letter is to confirm that the Property located at 2301 South Lamar, as described above, is zoned general commercial services–vertical mixed use building (CS-V) combining district. The site was zoned CS-V by a vote of the City Council on October 16, 2008 by ordinance number 20080618-080 (a portion of Tract 5). The underlying CS designation resulted from a conversion (in Ordinance 840301-S adopted on March 1, 1984) from "C" Commercial, 2nd Height and Area, which the tract was designated at least since 1963. Properties along this portion of South Lamar were previously zoned "C" to either a depth of 150 or 200 feet from the right-of-way, on both sides of the roadway.

Under the CS-V zoning classification applicable to this property, multi-family residential development is permitted provided the applicable zoning and land development regulations (height, setback, parking, etc.) and building codes are addressed. No zoning change is necessary for development of multi-family residences on this site, and no conditional use permit is required for development of multi-family residences on the site or for use of the site for multi-family residences.

Sincerely,

Lee Heckman

Lee Heckman, AICP
Planning and Development Review Department

ATTACHMENT 10:
SMART HOUSING

City of Austin

P.O. Box 1088, Austin, TX 78767
www.cityofaustin.org/housing

Neighborhood Housing and Community Development Department

January 29, 2014

S.M.A.R.T. Housing Certification
Foundation Communities- Bluebonnet Studios- 2301 South Lamar Blvd.
(id #65636)

TO WHOM IT MAY CONCERN:

Foundation Communities, Inc. (development contact: Jennifer Hicks: 512-610-4025; jennifer.hicks@foundcom.org) has submitted a S.M.A.R.T. Housing application for the construction of a **120 unit multi-family** development at **2301 South Lamar Boulevard. The project will be known as Bluebonnet Studios.** The project will be subject to a five (5) year affordability period after issuance of certificate of occupancy.

NHCD certifies that the proposed construction meets the S.M.A.R.T. Housing standards at the pre-submittal stage. Since **100%** of the units (120 units) will serve households at or below **50%** Median Family Income (MFI), the development will be eligible for **100%** waiver of the fees listed in Exhibit A of the S.M.A.R.T. Housing Resolution adopted by the City Council. The expected fee waivers include, but are not limited to, the following fees:

Capital Recovery Fees	Site Plan Review	Land Status Determination
Building Permit	Misc. Site Plan Fee	Building Plan Review
Concrete Permit	Construction Inspection	Parkland Dedication (*by separate ordinance*)
Electrical Permit	Subdivision Plan Review	
Mechanical Permit	Misc. Subdivision Fee	
Plumbing Permit	Zoning Verification	

In addition, the development must:

- Pass a final inspection and obtain a signed Final Approval from the Green Building Program. (Separate from any other inspections required by the City of Austin or Austin Energy. Contact Katherine Murray at 512-482-5351).
- Pass a final inspection to certify that accessibility standards have been met.

The applicant must demonstrate compliance with the reasonably-priced standard after the completion of the units, or repay the City of Austin in full the fees waived for this S.M.A.R.T. Housing certification.

Please contact me at 512-974-3154 if you need additional information.

Javier V. Delgado
Neighborhood Housing and Community Development

Cc:	Laurie Shaw, Capital Metro	Bryan Bomer, AEGB	Alma Molieri, PDRD
	Maureen Meredith, PDRD	Gina Copic, NHCD	Susan Kinel, NHCD
	M. Simmons-Smith, PDRD	Chris Yanez, PARD	Stephen Castleberry, PDRD
	Kath. Murry, Austin Energy	Heidi Kasper, AEGB	A. Linseisen, PDRD
	Robby McArthur, AWU	Danny McNabb, WPDR	Cande Coward, PDRD

ATTACHMENT 11:

DEVELOPMENT RESUME

Creating Housing Where Families Succeed

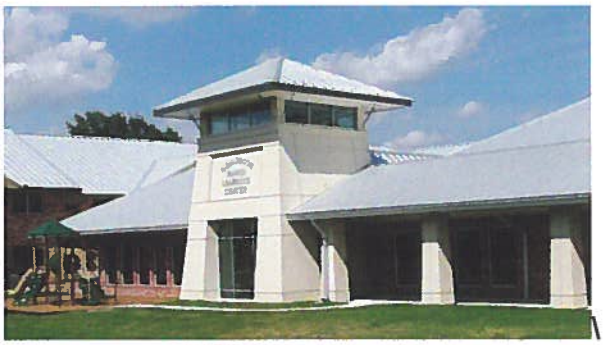
FOUNDATION COMMUNITIES

creating housing where families succeed

Development Resume

Foundation Communities, Inc.
Developer

January 2014



A Description of the Scope and Nature of Development Experience

FC is a well-respected non-profit developer and long-term owner of 1,982 units of affordable rental housing in Austin. FC has developed a range of housing including scattered site duplexes, multifamily housing with incorporated green space, and mid-rise, higher-density housing for single adults.

About Foundation Communities, Inc.

Foundation Communities' (FC) mission is to create housing where families succeed. We are a nationally-recognized nonprofit organization that empowers low- and moderate- income families to succeed through quality affordable housing and tools to increase their educational and economic standing. Foundation Communities works in four focus areas:

* Opening Doors to Homes -- We own and manage 2,673 units across 17 properties -- 14 in Austin, and three in the Dallas/Fort Worth area -- providing quality homes for more than 2,500 low income families and individuals.

* Helping the Homeless -- Our 465 permanent supportive housing units allow single adults who have been homeless, are on fixed incomes, or who have chronic health problems and disabilities to reach their maximum level of self-sufficiency. The 111 units in our Children's HOME Initiative program provide reduced rents and case management support to help fragile families move from crisis and instability to long-term self-sustainability.

* Learning in a Community -- Through strategic partnerships, in 2011-12 we will give 800 children of working parents a safe place to go when school's out right where they live, helping 85% of students maintain or improve grades. Talented volunteers help us increase adults' earning potential through classes in English as a Second Language and computer skills, as well as employment counseling and social service referrals.

* Saving for the Future -- Each year, we empower more than 300 families to become smart consumers through economic education and one-on-one financial coaching; at least 50% of them reduce their debt. More than 224 families have earned a 2-to-1 match in special savings accounts to purchase a home, attend college, or start a business. We also provide free income tax preparation for 17,000 low income workers and retirees with the help of more than 600 IRS-certified volunteers; this is vitally important to low-income workers. By utilizing this free service, low-income clients can claim all of the tax credits for which they qualify while avoiding costly commercial tax preparation fees and predatory loans.

Recent Development Experience:

Development Name: M Station
Development Location: 2906 E. Martin Luther King Blvd., Austin, TX 78702

Owner Name and Contact: M Station Housing, LP (FC is sole managing member of GP)
Walter Moreau, walter.moreau@foundcom.org, (512) 610-4016

Income Mix:

15 units – < 30% MFI
75 units – < 50% MFI
45 units - < 60% MFI
15 units – < 80% MF (market units)
TOTAL UNITS: 150

Description:

M Station is an innovative family-oriented apartment community that has established the standard for green building and affordable housing in Austin's new Transit Oriented Districts (TODs). This 150-unit new-construction development consists of four residential buildings and two community buildings spread out on 8.5 acres of prime real estate minutes from downtown and the University of Texas. Unique features of the property include a park-like setting along the Boggy Creek greenbelt featuring open green space and trails and a state-of-the-art child care center open to the neighborhood and offering reduced rates for residents.

M Station is a project of "firsts." M Station is the first affordable housing built in one of Austin's new TODs, the first large 9% housing tax credit development for families in Austin since 2004, and the highest scoring LEED for HOMES Platinum certified development in the country. With M Station, our hope was to dramatically reduce the primary portions of a resident family's budget while also achieving an exemplary quality of life: an affordable rent to lower housing costs; a location in the most transit-rich neighborhood in Austin to lower transportation costs; a high-quality, on-site childcare facility to lower child care costs; and a sustainably-designed property to lower utility costs. Ensuring that units at M Station were as healthy and efficient as possible will save our residents much-needed dollars to apply to other areas of their household budgets, contributing to more stable families and neighborhoods.

The development of M Station involved the transformation of a concrete-covered grayfield lot, previously a concrete manufacturing plant's staging lot that has been lying dormant and unused for decades, into a safe, healthy, supportive urban community in the heart of a high-opportunity neighborhood in Austin. Project amenities at M Station include a community building that will host the property leasing office, property management and supportive service staff offices, a computer learning center, a clothes care center, maintenance shop and office space for supportive service programming. A second community building houses the child-care program and the afterschool program. In addition, the property features children's playscapes, a sport court, circuitous internal pathways for walking and biking, multiple green spaces for outdoor gatherings, and pedestrian connections to nearby neighborhood resources.

M Station Timeline:

Letter of Intent	December 2008
LIHTC Application	March 2009
LIHTC Award Notification	September 2009
Acquisition	November 2009
LIHTC Commitment	December 2009

Start of Construction	June 2010
Construction Completion	October 2011

M Station Development Budget:

Uses

Acquisition	$3,001,370
Hard Costs	$17,690,860
Financing Costs	$1,041,600
Soft Costs	$1,047,730
Reserves	$300,000
Developer Fee	$2,266,570
TOTAL USES	**$25,348,130**

Sources

9% LIHTC Equity	$13,496,733 (Bank of America as syndicator)
Perm Loan	$4,000,000 (Bank of America)
City of Austin GO Bonds	$2,000,000
FHLB Bank of San Francisco	$1,500,00
NeighborWorks America	$1,250,000
Austin Community Foundation	$500,000
Energy Rebates	$189,000
Home Depot Foundation	$75,000
Enterprise Green Communities	$50,000
Enterprise Carbon Offset Fund	$45,788
FC Reserves	$890,212
Deferred Developer Fee	$1,351,397
TOTAL SOURCES:	**$25,348,130**

Experience in Development of Mixed Finance Low-Income Housing

Address	# of Units	New or Rehab	Type	Year Completed	Income Mix
Arbor Terrace 2501 S. IH 35, Austin, 78741	120	Rehab	SRO	2012	90 units – 30% MFI 30 units – 50% MFI
Buckingham Place 743-B Yarsa, Austin, 78748	164	Rehab	Duplexes	1991	83 units – 50% MFI 83 units – 80% MFI
Capital Studios 309 E. 11th Street Austin, TX 78701	135	New	SRO	2014 – Under construction	27 units – 30% MFI 27 units – 40% MFI 81 units – 50% MFI
Cherry Creek 5510-B Fernview, Austin, 78745	122	Rehab	Duplexes	1989	37 units – 50% MFI 85 units -80% MFI
Crossroads 8801 McCann, Austin, 78757	92	Rehab	Apts	1990	14 units – 30% MFI 31 units – 50% MFI 47 units – 80% MFI
Daffodil 6009 Daffodil, Austin, 78744	40	Rehab	Apts	1996	10 units – 30% MFI 30 units – 50% MFI 30 units – 80% MFI
Garden Terrace 1015 W. William Cannon, Austin, 78745	103	Rehab	SRO	2003 and 2008	35 units – 30% MFI 65 units – 50% MFI 3 units - UR
Homestead Oaks 3226 W. Slaughter Lane Austin, TX 78748	140	New	Apts	2015 – under construction	14 units – 30% MFI 70 units – 50% MFI 42 units – 60% MFI 14 units - MKT
M Station 2906 E. MLK, Austin, 78702	150	New	Apts	2011	15 units – 30% MFI 75 units=50% MFI 45 units=60% MFI 15 units - MKT
Peters Colony 1810 E. Peters Colony Rd, Carrollton 75007	160	Rehab	Apts	1995	15 units=30% MFI 50 units=50% MFI 48 units=80% MFI 8 units=UR
Shadow Brook 2020 S. Cooper, Arlington, 76013	403	Rehab	Apts	1995	201 units=50% MFI 202 units=80% MFI
Sierra Ridge 201 W. St. Elmo, Austin, 78745	149	Rehab	Apts	1991	15 units=30% MFI 128 units=50% MFI 6 units=80% MFI
Sierra Vista 4320 S. Congress Ave., Austin, 78745	238	Rehab	Apts	2012	24 units=30% MFI 166 units=50% MFI 48 units=60% MFI
Sleepy Hollow 3903 Ichabod Cr, Arlington, 76013	128	Rehab	Apts	1995	64 units=50% MFI 64 units=80% MFI

Southwest Trails 8405 Old Bee Caves Rd., Austin, 78735	160	New	Apts	2001	96 units=50% MFI 64 units=60% MFI
Spring Terrace 7101 N. I-35, Austin, TX 78752	142	Rehab	SRO	2006	14 units=30% MFI 126 units=50% MFI 2 units=UR
Skyline Terrace 1212 W. Ben White. Austin, 78704	100	Rehab	SRO	2008	72 units=30% MFI 28 units=40% MFI
Trails at the Park 815 W. Slaughter Ln, Austin, 78748	200	New	Apts	2000	46 units=50% MFI 104 units=60% MFI 50 units=80% MFI
Vintage Creek 7224 Northeast Dr, Austin, 78723	200	Rehab	Apts	2000	23 units=50% MFI 57 units=60% MFI 120 units=80% MFI
TOTAL UNITS	**2,948**				

Green Building Certification Experience

As the largest nonprofit affordable housing developer/owner in Austin, Foundation Communities (FC) has been committed to green building principles since 2000. We know that green building makes sense for affordable housing because by reducing our own operations costs, we can keep rents low and fund vital services such as on-site after-school programs and free citywide tax preparation. As owner of 17 real estate properties, FC spends $1.3 million per year on water and energy costs. These costs increase about 10% per year, so finding ways to reduce our energy impact is crucial for efficient operations. Committing to green building and energy efficiency also has a significant effect on the budgets of our residents who pay their own bills at our family apartment communities. Lower utility bills can mean more money to pay off debt, invest in education, finance childcare or transportation to work, or save for the future.

Foundation Communities engages a comprehensive green building and green initiatives approach that made it possible for us to offset 9,600 CO2 emissions last year; which is equivalent to removing the emissions of 817 average homes in the United States.

We have invested in the following green capital improvements at our existing multifamily properties:

- Replaced toilets with low-flow flapper-less models
- Installed low-flow fixtures in bathrooms and kitchens
- Replaced incandescent bulbs with compact fluorescent bulbs
- Installed programmable thermostats in all residential units
- Increased attic insulation to R-38 at five of eight properties
- Five properties qualified and participated in Austin Energy Duct Sealing program
- Installation of solar screens to reduce heat gain
- Installed ceiling fans in all applicable spaces in residential units
- All appliances are being replaced by Energy Star units
- All new HVAC units are 14 SEER if applicable
- Basic weatherization and water conservation are checked during make-readies (preparing new units for residents)
- Using only low VOC paints and adhesives for make readies and all new construction projects
- Replacing carpet on the first floor apartments with ceramic tile
- Contracting green cleaning contractors for SRO (single resident occupancy) properties
- Utilize Green pest management contractors at our properties

- With the help of community groups, we have planted additional trees at our properties
- Community gardens at four properties
- High-performance windows
- Sensors and dimmers minimize artificial lighting use during daylight
- Track our utility monthly to follow trends and identify problems proactively

Through investments in renewable energy, energy management and water conservation we work towards reducing our ecological footprint.

- All house utility accounts are invested in 100 percent renewable energy (solar or wind)
- Foundation Communities is one of the largest private producers of solar energy in central Texas
- Producing 107,000 kWh annually, our panels generate on average five percent of energy we use and power 10 average single family homes for a year
- Approximately 50% of the energy to heat hot water at Spring Terrace and Skyline Terrace is produced by the sun with solar hot water arrays.
- Water-wise landscaping (at some locations)
- Rainwater harvesting
- Track our water usage monthly to identify problems proactively

We also proactively work to educate our property management and maintenance staff and residents on green practices:

- We conduct trainings for maintenance staff
- Distribute monthly newsletters that include "Green Tips"
- Sustainability Reports are provided and reviewed with property management every year
- Our Saving Green Program, educates residents how to save money through conservation
- We prepare green capital improvement plans on each property annually.

M Station, our greenest development constructed to date and completed in 2011, earned a LEED Platinum rating for its energy efficient and transit oriented features and its score actually qualifies the project as one of the greenest apartment complexes in the United States. The following green features were incorporated into the design and development of M Station:

- Grayfield redevelopment of old concrete manufacturing storage lot.
- Located is richest public transit neighborhood in Austin with nearby access to multiple major bus lines and less than a ¼-mile from commuter rail stop.
- Produced building mockup section to be sure all trades understand the green and durable construction techniques including window details, flashing, and envelope penetrations.
- Highly efficient elevator reduces energy usage, maintenance costs and hundreds of gallons of hydraulic oil.
- Structural slab utilizes 30% flyash in place of concrete which dramatically reduces energy in production and diverts land-fill bound material.
- Provide dedicated parking spots for Car2Go .
- Developed internal and edge sidewalks and bikeways as promenades that connect to existing neighborhood sidewalks. A pedestrian bridge over Boggy Creek connects M Station to neighborhood to promote exercise and walking.
- Provides ample covered bike racks at key locations throughout the site.
- Fully accessible design throughout facility.
- 100% of planted landscape utilizes native and adapted species. All drought-tolerant.
- All non-turf landscape irrigated using sub-surface drip irrigation.
- All very low flow water fixtures.
- 100% of building roof stormwater runoff collected and re-irrigated onsite.

- 100% of lighting fixtures are Energy Star rated.
- Exterior site lighting connected to timer and light sensors and use full-cutoff fixtures to minimize light pollution.
- Metal reflective roof for durability and radiant barrier.
- Fully sealed to prevent air leakage to exterior.
- Insulated using affordable hybrid insulation strategy (foam + spray fiberglass).
- Insulative glazing with excellent low-E films and shading overhangs.
- Extremely efficient, centralized, inverter-driven variable refrigerant flow HVAC (Mitsubishi CityMulti).
- 88% construction waste reduction/recycling goal.
- Permeable concrete used for all walking and biking paths.
- Low-VOC paints, sealants, and adhesives.
- No added formaldehyde in engineered wood or insulation.
- Bathrooms, dryers and kitchen hoods all vented to exterior.
- Fresh-air intakes balanced to provide ample fresh air without unduly loading HVAC
- Integrated pest management strategy improves long-term durability and eliminates need for pesticides, herbicides.
- MERV 8 filters on HVAC to improve indoor air quality and reduce asthma and allergy triggers.
- Commissioning and testing of all systems to be sure all function properly.
- No smoking allowed within 25 feet of units.

Foundation Communities' green partners include:
Austin Energy Green Building - We have participated in several Austin Energy programs including: GreenChoice® Energy, Austin Energy Green Building Rating System, Commercial rebate programs for solar, insulation, solar screens; in addition, several of our properties have benefited from the free duct-sealing program and the Low Income Weatherization.

Energy Star Partner - Foundation Communities is proud to be an Energy Star® Partner. Through this partnership our building manager can "measure," "rate," or "benchmark" a facility's energy use by using the EPA's National Building Performance Rating System. In addition, we have access to online Energy Star resources that assist us in achieving our "green" initiatives.

Enterprise Green Communities - Foundation Communities has been the recipient of five Green Communities Green Building awards that have helped us push the green building envelope in our projects in the last five years. The Enterprise Foundation has successfully laid the groundwork for green building in affordable housing on a nation-wide scale for the last seven years.

List of Green Certifications:
Spring Terrace (rehab) – Green Communities Certified
Skyline Terrace (rehab– Green Communities Certified
M Station – LEED-H Platinum Rating, Green Communities Certified and 5-Star Austin Energy Green Building rating
Sierra Vista – Green Communities Certified and 1-Star Austin Energy Green Building rating (S.M.A.R.T. Housing now requires all rehabs to score at least 1-Star Austin Energy Green Building rating)
Arbor Terrace – Green Communities Certified and 4-Star Austin Energy Green Building rating (highest rated MF rehab in Austin)

Community Engagement

Foundation Communities believes the key to a project's true success is the support and engagement of the surrounding neighborhood and stakeholders. The first step in pursuing any new development is to

approach the neighborhood and talk to key stakeholders about the project, target population and show examples of our projects. We have had some neighborhood challenges with true "Not In My Backyard Opposition" but have always been able to overcome and ultimately receive the support of the neighborhood. Listed below are the most recent development projects and the neighborhoods engaged and from whom we received votes of support:

Capital Studios:	Downtown Austin Neighborhood Association
	Downtown Austin Alliance
Sierra Vista:	South Congress Combined Neighborhood Planning Area
M Station:	Austin Heights Neighborhood Association
	Rosewood Neighborhood Planning Contact Team
	McKinley Heights Neighborhood Association
	Chestnut Neighborhood Association
	Cherrywood Neighborhood Association
Skyline Terrace:	South Lamar Neighborhood Association
	Southwood Neighborhood Association
Spring Terrace:	St. Johns Neighborhood Association

Knowledge of Real Estate Financing Methods

Foundation Communities, Inc. has experience utilizing all funding tools available for the development of affordable multifamily housing. We have an excellent track record of securing funding in competitive allocations such as the 9% LIHTC and the Federal Home Loan Bank Affordable Housing Program. We also have solid relationships with multiple lenders.

LIHTCs and BONDS

Foundation Communities has applied for and been awarded 9% LIHTCs for five developments. Two of these awards were forward commitments by the Texas Department of Housing Board of Directors giving testament to Foundation Communities track record of high-quality developments with compelling missions. FC's development team is well-versed in the LIHTC program and application process. All applications are completed in-house by staff. Staff also closely follows the drafting of the Qualified Allocation Plan and is aware of changes to threshold and scoring items that impact a high-scoring application. FC has a staff team that has over 10 years of tax credit compliance with a record of no significant findings. FC also has relationships with mulitiple tax credit investors including Enterprise Community Investment and Bank of America. Our high-quality projects and healthy organizational financial health has historically allowed for higher-than-average pricing.

City of Austin RHDA

The City of Austin has been a major contributor on every project completed by Foundation Communities in the past 10 years. The FC Development team follows the release of the City's application rules and NOFA and has a solid working relationship with City of Austin NHCD/AHFC staff.

Private Mortgages

Foundation Communities has excellent relationships with several lenders that allow for competitive rates and pricing. We currently have private mortgages with Compass Bank, Bank of America, Wells Fargo and Greater Texas Federal Credit Union. While we have great relationships with these and many other conventional lenders, we have a fiduciary duty to bid out our finance opportunities, and we've always found this to end up with the best rate and terms.

Private Fundraising

Foundation Communities employs a diverse fundraising strategy. In 2012, private fundraising totaled over $3,000,000 (not including capital funding from City of Austin). Foundation and corporate grants range from $3000 to hundreds of thousands of dollars, and fund both capital projects and FC's wide range of programs (education, supportive housing, etc.). For individual donations, we use the Benevon model, culminating in an annual A Place to Call Home fundraising luncheon. This year's luncheon was attended by 750 invited guests, and raised more than $800,000. We have applied for and received eight awards through the FHLB Affordable Housing Program and received the highest funding amount awarded for our M Station property of $1,500,000.

Completed Projects in Past 10 Years:

Year Funding Completed	Project Name	Funding Tools
2014	Homestead Oaks	9% LIHTC, City of Austin RHDA Program, HUD 221(d)(4) loan, FHLB AHP, NeighborWorks America, Private Fundraising
2012	Capital Studios	9% LIHTC, City of Austin RHDA Program, FHLB San Francisco, Enterprise Green Communities, NeighborWorks America, Private Fundraising
2011	Arbor Terrace	Neighborhood Stabilization Program via TDHCA, City of Austin RHDA Program, FHLB Atlanta, NeighborWorks America
2010	Sierra Vista	9% LIHTC, City of Austin RHDA Program, FHLB San Francisco, NeighborWorks America, Private Fundraising, Permanent Mortgage with Impact Capital via Bank of America
2009	M Station	9% LIHTC, City of Austin RHDA Program, FHLB San Francisco, Enterprise Green Communities, NeighborWorks America, Private Fundraising, Permanent Mortgage with Impact Capital via Bank of America
2006	Skyline Terrace	9% LIHTC, City of Austin RHDA, TDHCA HOME, FHLB San Francisco, NeighborWorks America, Enterprise Green Communities, Private Fundraising
2005	Spring Terrace	City of Austin RHDA, TDHCA HOME and HTF, FHLB Dallas, NeighborWorks America, Enterprise Green Communities, Private Fundraising

WALTER J. MOREAU

My vocation the last twenty years has been to work with nonprofit organizations to create high quality, service rich, affordable housing for very low income, Texas families. I have successfully secured subsidy financing worth over $80 million and provided other development services to create over 2,200 units of service enriched housing.

PROFESSIONAL EXPERIENCE:

EXECUTIVE DIRECTOR, Foundation Communities, Austin, Texas 1997-Present

- Lead one of the premiere affordable housing organizations in the region in pursuit of our mission "to create housing where families succeed".
- Oversee the development, asset management, property management, and resident services of our growing portfolio of 2,100 units with a market value of over $90 million. Our properties are places of great community pride and help over 2,000 families save over $1.5 million in rent annually. I guide a staff of 150 and look after a $15 million annual budget.

Development

- Overcoming neighborhood opposition and building **Trails at the Park**, a 200 unit family community adjacent to a 350-acre nature park. This $15 million community includes a 3,200 square foot Learning Center and a beautiful fourplex design. Primary subsidy financing includes 9% tax credits and various grants.
- Purchased and renovated the **Village Green Apartments**, a 200 unit family property. This property underwent a complete transformation from high criminal activity to a safe, quiet environment. Opened a 2,000 square foot Learning Center. This property was financed with a 501(c)3 bond and a Neighborhood Reinvestment grant totaling $7 million.
- Led the development and successful packaging of over $14 million from eleven different grants, loans, bonds and tax credits to create the new **Southwest Trails Apartments**, a 160 unit community serving families at rents under the 50% income limit. This is the only new affordable housing developed in the more affluent Southwest Austin and it includes an 18-acre nature area.
- Developed the **Garden Terrace Residences**, the first Single Room Occupancy (SRO) community in Austin, with 85 units and a $4.5 million capital budget paid for by public and private grants;

Asset and Property Management

- Created a financially self-reliant organization which owns its office building without a mortgage, and has refinanced our housing portfolio mortgages below 7% with fifteen year payoffs;
- Tripled our property management operation to cover 1,200 units, while capping cumulative rent increases under $30 in six years and serving primarily families below 50% of median income;
- Significantly reduced deferred maintenance at all properties, while increasing our cash reserve balance from one million to three million dollars;
- Changed the name of the organization, creating new marketing materials, and winning selection as a United Way agency;
- Won the Metlife/Enterprise Foundation Award of Excellence in Asset Management for the Sierra Ridge Apartments;

Resident Services

- Fundraise approximately $400,000 annually for resident service programs and matched this effort with property cash flow;
- Expanded our Learning Centers from one location to eight, managed by twelve professional full-time staff attended daily by over 600 youth and adults attending pre-school readiness, after-school tutoring, computer training, money management courses, ESL/GED, and classes;

- Created an Individual Development Account program with 400 accounts, as well as extensive financial literacy and homebuyer courses. Launched a new State IDA pilot program and SEED program.

DEVELOPMENT & ASSET MANAGEMENT DIRECTOR, Foundation Communities 1994 – 1996
- Secured grants and loans from four public and private sources ($8.4 million) for the purchase and repair of four communities (731 units). I creatively structured a 0% mortgage with a desegregation lender to create 24 units serving extremely low-income households at the Peters Colony Apartments - a mixed income, suburban community.
- Served as the asset manager of the portfolio prepared and reviewed agency and property budgets, solved daily operations problems, and assisted with the strategic planning of our resident services.

PRIVATE CONSULTANT 1992 – 1994
- Worked with over fifteen nonprofit and public affordable housing organizations on a variety of client challenges. Raised over $8.5 million in subsidy funds (tax credits, HOME, CDBG, HOPE 2, SRO, and Shelter Plus Care funds) for the development of 446 units in both urban and rural settings.
- Facilitated the sale and financing of four communities (871 units / $9.2 million in value) from the Resolution Trust Corporation to nonprofit owners.
- Designed a Neighborhood Energy Conservation Program for Dallas Habitat for Humanity.
- Successfully helped the State troubleshoot three nonprofit funded projects that had stalled.
- Wrote two manuals and one technical report for the US Department of Health and Human Services on financial management issues for grantees of the Ryan White Care Act

PROJECT ASSOCIATE, Center for Housing Resources, Dallas, Texas 1990 – 1992
- Developed the concept of the Hillcrest House SRO (64 units) for homeless residents with AIDS, formed the developer partnership, secured the site, and financially packaged a successful Shelter Plus Care application worth $2.6 million.
- Assisted a private developer in locating a suitable building to develop the first new SRO in Dallas – the Wales SRO (61 units). Secured a Section 8 SRO Mod Rehab grant ($2.5 million) and low income housing tax credits worth $450,000 for the project.
- Managed and doubled the size of the Volunteer Home Repair Program serving 250 volunteer home repair work crews annually.

MANAGEMENT TRAINEE, United Way of America 1989 – 1990
- Created a "blueprint" of housing solutions for the Homeless Services Task Force organized by the Community Council of Greater Dallas. Wrote a guidebook for nonprofit agencies on creating fair fee policies. Raised $300,000 as a part of the United Way of Greater New Orleans campaign.

EDUCATION:

Master of Public Affairs, LBJ School of Public Affairs, University of Texas, Austin, 1994

Bachelors of Arts in Economics, Baylor University, Waco, Texas, 1989
- Phi Beta Kappa, Outstanding Bachelor of Arts Student in Economics

PERSONAL INFORMATION:
- I have been volunteer Board leader with the Neighborhood Capital Corporation, Austin Community Development Corporation, Capital Area Homeless Alliance, St. George's Court Elderly Housing Community, St. George's Episcopal Church Vestry, and the National Episcopal AIDS Coalition.
- Proficient in Spanish
- Personal interests include ultimate frisbee, reading, mountain biking, magic and stained glass
- Married with two "high-spirited" sons ages 14 and 11

Sunshine Mathon

M. Arch. First Professional, Specialization in Sustainable Design

07.20.2007

References available upon request.

Profile

When I entered graduate school, I was clear that I was doing so as an act of service. My architectural career will take me not to traditional firms, but to service-based organizations and clients, such as Foundation Communities, whose goal is to make a difference.

Experience

Systems & Construction Manager, UT Solar Decathlon 2005; Austin, TX – 2004-2005
Core member of the 2005 UT Solar Decathlon Team. I led the design and construction of the solar electric and solar thermal, plumbing, and HVAC systems for which we won two first place honors. Responsible for overall building energy analysis. Central researcher of sustainable materials, energy efficient appliances, and overall green building strategies. Onsite Construction Manager throughout all construction phases. For more information on the competition see: www.solardecathlon.org.

Computer Lab Teaching Assistant, UT Austin; Austin, TX – 2005-2007
Senior staff member of UT School of Architecture's Computer Lab. Oversaw the maintenance of the lab computers, both PC and Apple. Assisted and taught students with software questions including AutoCAD, Adobe Photoshop, Sketchup, Vectorworks.

Director, Farm & Wilderness Summer Camps; Plymouth, VT – 2000-2003
Created and organized dynamic program of outdoor skills and experiential environmental education for forty 11-15 year old boys in a remote setting. Responsible for hiring and managing seventeen staff. Accountable to multiple constituencies: campers, parents, staff and organization. Managed a seasonal $65,000 budget.

Senior Computer Sales Consultant, Power Mac Pac; Portland, OR – 1998-2002
Apple Macintosh sales consultant with individual and corporate clients, both local and nationwide. Set company single month sales record of $250,000.

Photographer, Third Iris Photography; Portland, OR – 2001-2003
Third Iris Photography was a self-run business. I was a freelance photographer with a focus on landscape, travel and detail art images.

Education

Bates College, Lewiston, ME – B.S. Physics, 1995; Magna Cum Laude.
University of Texas at Austin, Austin, TX – M. Arch, First Professional, 2007; GPA: 3.8.
University of Texas at Austin, Austin, TX – Specialization in Sustainable Design, 2007.
UT Honors – Graduate Recruitment Fellowship; Texas Architectural Foundation Scholarship.

Skills

The work experience described above reflects the diverse interests and skills I bring to any position. I am at ease engaging people face to face, working on a computer and swinging a hammer. I have frequently been given positions of significant responsibility and, though I come with broad skill sets, I am also comfortable asking for help or researching answers when I encounter unfamiliar territory.

RESUME

Vicki Beal McDonald
[redacted]

Education: Bachelor of Science. University of Texas at Austin 1980
Professional Designation: Member: Certified Commercial Investment Institute (CCIM)
Licenses: Licensed Texas Real Estate Broker

Experience:
For the past twenty five years I have owned and operated Vista Properties, a real estate firm specializing in the management, leasing and brokerage of income producing assets. These assets have included multifamily, office and retail developments. The client base has consisted of private, government and institutional owners. Vista has performed property management and asset management services for a variety of real estate portfolios covering a six state region. Vista has provided construction management services and been involved in the renovation and rehabilitation of rental units, and office and retail finish out. Vista has participated as a real estate Broker in the sale and leasing of over fifty million dollars of commercial real estate.

Membership:
Austin Board of Realtors
Texas Association of Realtors
Texas Apartment Association
Real Estate Council of Austin
Central Texas CCIM Chapter
Commercial Leasing Brokers Association
Commercial Real Estate Women
Women's Chamber of Commerce

Board Involvement:
Chairman: Commercial Investment Division-Austin Board of Realtors
Chairman: Government Affairs Committee-Austin Board of Realtors
Director-Texas Association of Realtors
Member: Community Involvement Committee-Austin Board of Realtors
Member: Nominating Committee-Austin Board of Realtors
Board Member-Central Texas CCIM Chapter (Three years)
Chairman-Central Texas Mutual Housing Association (Two years)
Board Member- Central Texas Mutual Housing Association (Four years)
Chair: Community Service Committee CREW

Awards:
Commercial Investment Division Member of the Year

[redacted]

Jennifer Daughtrey Hicks

[redacted]

EDUCATION

Master of Public Affairs, May 2002
LBJ School of Public Affairs, Austin, Texas
- Research Project: "State Sprawl & Open Space"
- Master's Report: "Reinventing S.R.O.'s: Homes for the Single, Working Poor"

B.A. in Journalism, May 1999
Texas Tech University, Lubbock, Texas
- Texas Valedictorian Scholarship
- Hutcheson Endowed Journalism Scholarship

SUMMARY

Education and experience related to the development and finance of high-quality affordable housing. Skills in proposal/grant writing; research and report writing; working with federal, state and local governments; working with non-profit organizations and neighborhood associations. Motivated team player and builder with excellent communication skills and an ability to work on multiple projects simultaneously as a leader or a team player.

PROFESSIONAL EXPERIENCE

Director of Housing Finance
Foundation Communities, Inc., Austin, Texas — **May 2002 – present**
- Identify subsidy and conventional financing options for projects – to date have secured grants and loans from public and private sources ($121 million) for the acquisition and rehabilitation of eight communities (1,128 units) and two learning centers.
- Find projects that fit available funding and development goals.
- Coordinate preparation and completion of funding applications including LIHTC, HOME, CDBG, FHLB, and HUD.
- Review closing documents and coordinate closing process for development projects.
- Plan development criteria and assist with evaluation and negotiation of potential development projects.
- Outline compliance regulations, ensure proper procurement, and act as point of contact for Davis Bacon wage reporting.
- Maintain compliance with tax exemption and CHDO requirements for 18 property portfolio.

Development Associate — **Sep. 2001 – May 2002**
Foundation Communities, Inc., Austin, Texas
- Assisted with a variety of funding applications for the development of affordable multi-family housing.
- Planned the financing, design, and management of first single room occupancy project in Austin.
- Identified and initiated negotiation on suitable properties for acquisition.

Linenberger Memorial Intern in City Management — **June 2001 – Aug. 2001**
Office of City Manager, San Mateo, California
- Wrote bi-weekly newsletter to employees, monthly newsletter to the community and City's Annual Report.
- Monitored city operations and reported progress to city staff and community through newsletters and press releases.

State Affairs Assistant — **Aug. 1999 – May 2001**
American Insurance Association, Austin, Texas
- Researched, tracked, and monitored House and Senate insurance-related bills for an eight state region.
- Composed legislative and regulatory updates, reports, calendars and press releases for distribution to Association members.

Public Relations Director — **May 1999-Aug. 1999**
Office of the Governor, Criminal Justice Division/Task Force Division, Austin, Texas
- Wrote and produced press releases, presentation scripts, grant reports and agency memorandums for department initiatives.
- Monitored statewide task force activities and reported to CJD executive staff.

Communication Fellow — **May 1999-Aug. 1999**
Office of the Governor, Austin, Texas
- Scanned national media sources and compiled daily packet of articles on Governor's initiatives and activities.
- Interviewed, trained and supervised new interns.

News Room Reporter — **Jan. 1999 - May 1999**
Lubbock Avalanche-Journal, Lubbock, Texas
- Generated story ideas, interviewed sources and wrote articles on local events.

John D. Guttman

[redacted]

EDUCATION

Clemson University, Clemson SC — May 2011
Master of Real Estate Development

University of Texas at Austin — December 2005
Bachelor of Arts in Urban Studies
Minor in Architectural Studies
Thesis: *Mixed-Use Development: A Solution For Growth*

ACADEMIC HONORS

Alpha Sigma Gamma International Real Estate Honorary Society

- Recognizes outstanding achievement in scholarship by real estate students at the university level

ACADEMIC PROJECTS

ARGUS Software University Challenge — Spring 2011

- Competed on a team of four against 22 national and international universities in a case study competition using ARGUS DCF to determine the feasibility of the given case study
- Primarily responsible for analyzing data, determining assumptions, and modeling project in ARGUS DCF

Commercial/Residential Practicum — Spring 2011

- Competed on a team of five to provide a development proposal for a 180-acre contiguous site in central Columbia, South Carolina
- Worked within a team to complete a market analysis, site analysis, site plan, pro forma, and development proposal
- Predominantly responsible for the financial analysis of the four phases of the groups proposal

WORK EXPERIENCE

Foundation Communities — Austin, TX
Real Estate Project Manager — October 2012 - Present

- Sources projects that fit available funding and development goals
- Assess financial feasibility of potential development projects
- Work in tandem with the Director of Housing Finance to prepare and complete funding applications including LIHTC, FHLB, and HUD in the amount of $12.7 million to date.

American Campus Communities — Austin, TX
Investment Analyst — September 2011 – October 2012

- Perform financial modeling and preliminary due diligence for over 35 potential acquisitions and developments with valuations as great as $170 million, including projects in multiple national markets
- Generate sensitivity analyses to identify impacts on IRR and debt coverage ratios, adjusting factors such as development costs, operating expenses, rental rates, and financing vehicles
- Investigate preliminary permit fee, impact fee, utility cost, and taxes through contact with local offices and officials

Foundation Communities — Austin, TX
Development Intern — May 2010 – August 2010

- Utilized Excel to compile and analyze historic operating income and expense figures from 1991 to 2009 for Foundation Communities' portfolio of 14 existing properties
- Completed financial feasibility studies for future Foundation Communities' acquisitions
- Performed a weighted property valuation using the income, replacement cost, and market approaches to value a property

Southwest Housing Compliance Corporation — Austin, TX
Financial Analyst — April 2008 – July 2009

- Evaluated annual operating budgets and set annual rent adjustments for a portfolio of 70 properties.

TRACS Data Analyst — November 2006 – April 2008

- Acted in a customer service roll in a effort to coordinated and audited monthly rental subsidy requested for a portfolio of 70 properties

COMPETENCIES

- Microsoft Excel, Word, PowerPoint, and Project
- Site To Do Business, CoStar, and ARGUS DCF certified
- Strong research skills and ability to interpret government regulations

Aubrie Christensen
[redacted]

Education

May, 2014 (expected) Masters of Science in Community and Regional Planning - University of Texas, TX

2011 Bachelors of Arts in Sustainability Studies – The Evergreen State College, WA

Work Experience

2013-Present BabyGoods, Austin, TX

Owner of custom cloth diaper business. Responsibilities include product design, manufacturing, promotion and sales of product.

2012-2013 Equitable Green Group, Austin, TX

Responsibilities included organizing community outreach and education, and bookkeeping.

2005-2010 Nash's Organic Produce, Sequim, WA

Responsibilities included irrigation of 400 acre vegetable farm, market sales, retail store sales, graphic arts work and general farm labor.

Volunteer and other experience

2014 Current Volunteer: Downtown Commission/Park Board Joint Workgroup on Public Space, Austin, TX

Team member of workgroup to address public space issues in Austin.

2014 Current Volunteer: Blackland Community Development Corporation, Austin, TX

Assisting with designing and building raised wicking beds and a composting system.

2014 Current Volunteer: FarmShare, Austin, TX

Assisting with feasibility study, site analysis and site planning of new non-profit farmer education program.

2011 Alley revitalization project, Olympia, WA

Responsibilities included working with a team of students and various stakeholders including city departments, business owners, and residents to revitalize an alley in downtown Olympia using green design strategies that addressed social, ecological and economic sustainability.

2005-2007 Volunteer: Friends of the Fields, Sequim, WA

Responsibilities included fundraising and promoting community education through cooking workshops, benefits, local festivals and community dinners.

ATTACHMENT 12:

GOOD NEIGHBOR POLICY

ATTACHMENT 6b

City of Austin Good Neighbor Checklist

The Neighborhood Housing and Community Development Office (NHCD) offers a Good Neighbor Policy to standardize process and identify expectations for all projects funded through the City of Austin's Rental Housing Development Assistance (RHDA) and Acquisition and Development (A&D) programs. Applicants of these programs are required to prepare and begin implementing a community engagement plan, including neighborhood notification activities. The community engagement plan is required whether the application is for funding for new construction or renovation of an existing building, regardless of whether there is a change in ownership.

A successful community engagement plan leads to open, ongoing two-way communication between developers and neighbors. This requires good-faith efforts and cooperation by developers, City officials and residents. A positive, open dialogue between housing developers and neighbors can prevent misunderstandings, facilitate prompt resolution of any inadvertent misunderstandings, and provide a fair, thoughtful, dependable means of resolving differences.

The following checklist of items is required of all applicants for funding:

(1) Preliminary Research

☐ Review the Neighborhood Plan (if applicable) N/A

(2) Neighborhood Notification

☒ Notify property owners within at least 500 feet of the site and registered neighborhood organizations with boundaries included in the proposed development site, using a written notice, letter or flyer. → See Communications Plan

(3) Pre-Application Engagement

☒ Contact neighborhood organizations to provide current information about the project, including any neighborhood association whose boundaries are included in the proposed development site and Neighborhood Planning Contact Team (if applicable). *(see full City of Austin Good Neighbor Guidelines for more detailed information on what kind of information may be appropriate to share)*

☒ Appoint a Single-Point-of-Contact (SPOC) to serve as the liaison for exchanging information.

(4) Application requirements

☒ Provide communications plan

☒ Provide documentation showing the content of the notice, and proof of delivery

☒ Provide signed copy of this checklist.

I have reviewed and completed all of the above checklist items required by the City of Austin's Good Neighbor Guidelines.

Signed	printed name	date
Walter Moreau	WALTER MOREAU	1/27/14

Bluebonnet Studios
2301 S. Lamar Blvd.
Austin, TX 78704

Single Point of Contact: Walter Moreau, Executive Director
Foundation Communities, Inc.
3036 S. 1st Street
Austin, TX 78704
(512) 610-4016
walter.moreau@foundcom.org

COMMUNICATIONS PLAN FOR NEIGHBORHOOD ENGAGEMENT

Foundation Communities believes the key to a project's true success is the support and engagement of the surrounding neighborhood and stakeholders. Before any other facets of a development are pursued, Foundation Communities approaches the neighborhood and talks to key stakeholders about the project, target population and shows examples of our projects.

The following steps have been taken to communicate with the neighborhood surrounding the proposed development located at 2301 S. Lamar Blvd., Austin, TX 78704.

1) **Preliminary Research:**
   - December 2013 – Using the City of Austin's GIS mapping site, FC development staff researched the neighborhood organizations that contain or border the proposed site. We also confirmed the site was not located in a current neighborhood plan.
2) **Neighborhood Contact:** Foundation Communities believes it is important to make personal contact with the priority neighborhood organizations before a letter notification is received by the organizations.
   - Early January 2014 - Walter Moreau called Nancy Maclaine and Mario Champion of South Lamar Neighborhood Association. Walter explained the proposed project and asked if he could come speak to the neighborhood association. We were scheduled on the SLNA zoning committee schedule for January 29, 2014.
3) **Neighborhood Notification:**

- The following neighborhoods were sent a public notification of the proposed Bluebonnet Studios project per the 2014 Qualified Allocation Plan which governs the LIHTC program administered by the Texas Department of Housing and Community Affairs:
  - South Central Coalition
  - South Lamar Neighborhood Association
  - Wildflower Church

  Please see attached notification letter that was sent to all organizations above and proof of mailing.

- Owners within 500 ft of Site - The proposed site will not need a zoning change. While we respect most aspects of the City's Good Neighbor Policy, it gives us great reserve to have to notify the 30 plus property owners that are within 500 feet of our proposed site. Other market-rate rental and condo developers do not have this same requirement. It is hard enough to garner support for affordable housing. We luckily have a long-standing relationship with South Lamar Neighborhood Association through their support of our

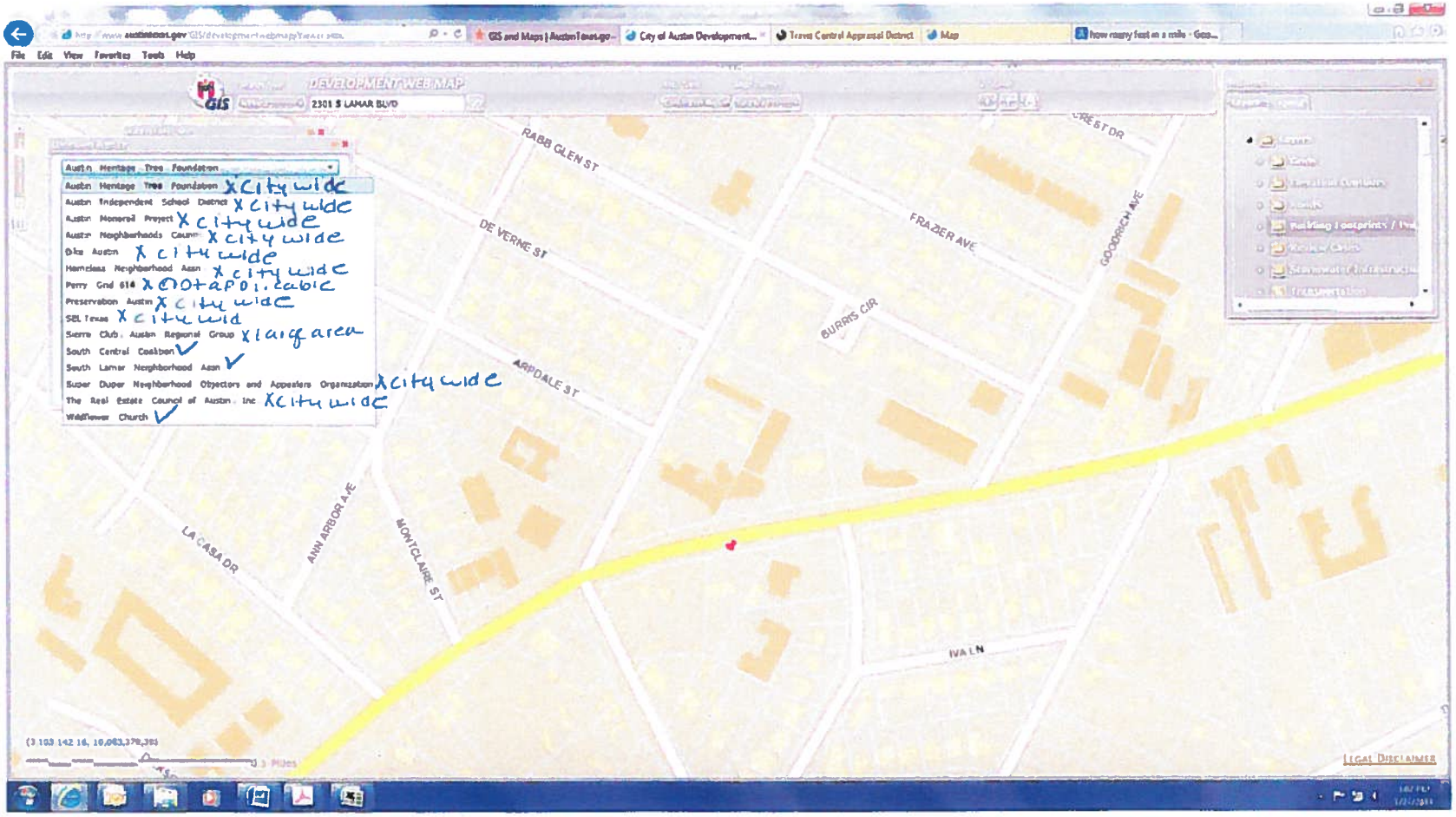
Skyline Terrace supportive housing community. We feel that notifying the property owners within 500 feet is unnecessary and will create negative consequences that can be avoided without the notification.

4) **Neighborhood Engagement –** At each of our meetings with the neighborhood, Foundation Communities presents information about our organization, plans for design of the building (architect is usually present at meeting) and we talk about who will live at the property and what services will be offered. We usually invite one of our residents to speak when necessary. We also invite neighborhood members to visit our existing portfolio of properties.
   - January 29, 2014 – Will attend the South Lamar Neighborhood Association zoning committee meeting.
   - February 20, 2014 – Will attend the full South Lamar Neighborhood Association meeting and ask for a vote of support.
   - We will have a web page on our main website – www.foundcom.org - that will contain the most updated information on the project for easy public dissemination.

5) **Implementation/Ongoing Relations**

Foundation Communities, Inc. will implement the following processes to encourage ongoing relations with neighborhood members:

- Neighborhood members will be invited to the Ground Breaking and Ribbon Cutting events that will be held for the property. Neighborhoods will be given recognition for their support.
- We will invite neighborhood members to participate in services programs being offered at our community.
- We will invite and educate neighborhood members on the many ways to volunteer with Foundation Communities.
- We will establish an open-door policy so that neighborhood members will feel comfortable communicating any concerns with either the on-site property management or the single point of contact.



Neighborhood Organizations registered for the site per the City of Austin's GIS map viewer.

FOUNDATION COMMUNITIES
creating housing where families succeed

3036 South First Street
Austin, TX 78704

tel: 512 447 2026
fax: 512 447 0288

www.foundcom.org

January 10, 2014

Nancy Maclaine
South Lamar Neighborhood Association
2302 Del Curto Road
Austin, TX 78704

Dear Ms. Maclaine,

FC Bluebonnet Housing, LP is making an application for 9% Housing Tax Credits with the Texas Department of Housing and Community Affairs for the Bluebonnet Studios, located at 2301 South Lamar Boulevard, Austin, Travis County. This New Construction is an apartment community comprised of approximately 120 units of which 100% will be for low-income tenants.

There will be a public hearing to receive public comment on the proposed development. Information regarding the date, time, and location of that hearing will be disseminated at least 30 days prior to the hearing date on the Department's website at (http://www.tdhca.state.tx.us/multifamily/communities.htm) for competitive HTC applications.

Sincerely,

Representative of FC Bluebonnet Housing, LP
Walter Moreau
Executive Director
Foundation Communities
3036 S. 1st Street
Austin, TX 78704
walter.moreau@foundcom.org

NeighborWorks CHARTERED MEMBER
a Partner Agency of
United Way
United Way Capital Area

FOUNDATION COMMUNITIES

3036 South First Street
Austin, TX 78704

CERTIFIED MAIL™

7012 3460 0001 7582 0178

Nancy Maclaine
South Lamar Neighborhood Association
2302 Del Curto Road
Austin, TX 78704

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Certified Fee
Return Receipt Fee (Endorsement Required)
Restricted Delivery Fee (Endorsement Required)
Total Pos

Sent To **Nancy Maclaine**
South Lamar Neighborhood Association
Street, Apt. or PO Box **2302 Del Curto Road**
City, State, **Austin, TX 78704**

Postmark Here

PS Form 3800, August 2006 See Reverse for Instructions

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Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	

Postmark Here

Total Posta

Sent To

Street, Apt. N
or PO Box N

City, State, Z

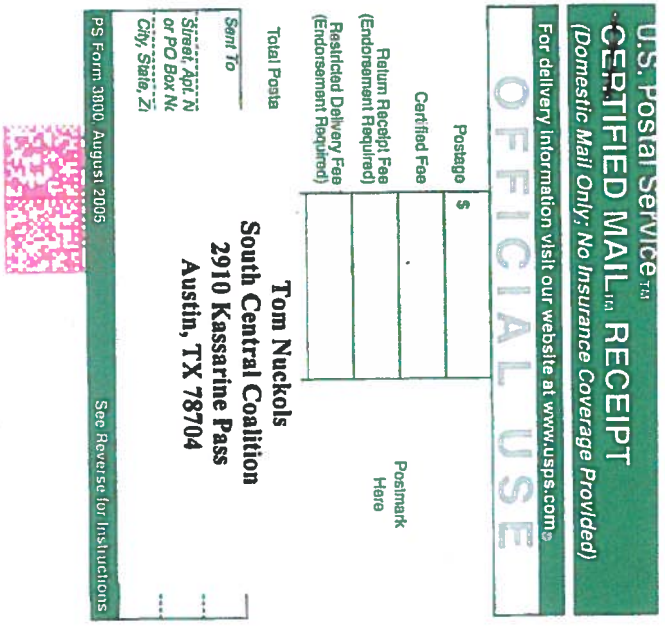
Tom Nuckols
South Central Coalition
2910 Kassarine Pass
Austin, TX 78704

PS Form 3800, August 2005 See Reverse for Instructions

7012 3460 0001 7582 0185

CERTIFIED MAIL™

Tom Nuckols
South Central Coalition
2910 Kassarine Pass
Austin, TX 78704



FOUNDATION COMMUNITIES
3036 South First Street
Austin, TX 78704

FOUNDATION COMMUNITIES

3036 South First Street
Austin, TX 78704

CERTIFIED MAIL™

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Kurt Cadena-Mitchell
Wildflower Church
1314 Oltorf
Austin, TX 78704

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Street, Apt or PO Box
City, State,

Kurt Cadena-Mitchell
Wildflower Church
1314 Oltorf
Austin, TX 78704

PS Form 3800, August 2006 See Reverse for Instructions

7012 3460 0001 7582 0192

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

www.tdhca.state.tx.us

Rick Perry
GOVERNOR

BOARD MEMBERS
J. Paul Oxer, *Chair*
Juan S. Muñoz, PhD, *Vice Chair*
Leslie Bingham-Escareño
Tom H. Gann
J. Mark McWatters
Robert D. Thomas

April 29, 2014

Writer's direct phone # 512-475-1676
Email: jean.latsha@tdhca.state.tx.us

Mario Champion
President
South Lamar Neighborhood Association
1406a Cinnamon Path
Austin, TX 78704

RE: LETTER FROM YOUR NEIGHBORHOOD ORGANIZATION FOR QUANTIFIABLE COMMUNITY PARTICIPATION POINTS FOR BLUEBONNET STUDIOS (TDHCA # 14068)

Dear Mr. Champion:

The Texas Department of Housing and Community Affairs ("Department") has received the documentation you submitted for purposes of scoring Quantifiable Community Participation ("QCP") points, in accordance with §11.9(d)(4) of the Qualified Allocation Plan ("QAP"), for the above referenced application.

The Department has reviewed the information provided and has determined that SOUTH LAMAR NEIGHBORHOOD ASSOCIATION is eligible to submit statements that could qualify for points on an application pursuant to §11.9(d)(4) of the QAP. We received such statement from your organization with respect to the above referenced application, and it has been awarded 8 points.

The Department appreciates your participation in the public comment process. If you have any questions relating to the score awarded, please do not hesitate to contact me at 512.475.1676 or by email at jean.latsha@tdhca.state.tx.us.

Sincerely,

Jean Latsha
Director of Multifamily Finance

JML

cc: Walter Moreau
Jennifer Hicks

ATTACHMENT 13:
SUPPORTIVE SERVICE RESUMES

JULIAN HUERTA
[redacted]
Julian.huerta@foundcom.org

OBJECTIVE

Planning, implementing and evaluating educational opportunities and social services that empower disadvantaged persons to improve their lives.

EMPLOYMENT EXPERIENCE

Director of Programs; Foundation Communities, 1998 to present

- Develop and direct educational and social service programs that assist families residing in affordable housing communities to increase their self-sufficiency.
- Hire, train and supervise professional staff at multiple sites.
- Research and author grant proposals to public and private sources to fund social service programs.
- Collect participation and outcomes data on educational and family support programs, conduct program assessments, and submit reports to funding agencies and board of directors.
- Collaborate with other community-based organizations and public agencies to maximize opportunities available to residents.

Executive Director; Literacy Austin, 1996 – 1997

- Provided leadership for all programs, hired and supervised staff, and prepared and implemented annual budget in order to achieve agency mission as defined in conjunction with volunteer board of directors.
- Directed public relations, community outreach and fund raising initiatives, including proposal writing, corporate and individual solicitations and special events.
- Collaborated with other community-based organizations, United Way and Community Action Network partners, and citizen groups to coordinate and maximize services to disadvantaged residents of Travis County.

Information Systems Coordinator; American Institute for Learning, 1993 – 1996

- Collected and analyzed data from multiple education and human service programs and submitted reports to funding agencies, senior managers and board of directors.
- Oversaw eligibility determination, assessment and enrollment of participants according to contract requirements.
- Hired, trained and supervised Information Systems, Intake and clerical staff.
- Participated in the evaluation of agency programs, including designing and conducting research on client outcomes.
- Assisted with the development of funding proposals to public and private sources.
- Administered local area network, installed and maintained computer software and provided user training and support.

Social Science Research Associate; University of Texas Health Science Center at San Antonio, 1992 – 1993

- Directed fieldwork for research studies of health issues in South Texas, with particular emphasis on Hispanic populations.
- Hired, trained and supervised research interviewers, monitored quality of data collected, and prepared and presented progress reports.
- Developed and maintained databases and statistical programs for the management and analysis of data.
- Assisted division faculty with grant writing and monitoring, survey instrument development and testing, and manuscript preparation.

Social Service Worker; Texas Department of Human Services, 1988 – 1992
Interviewed applicants to determine eligibility for AFDC, food stamps and Medicaid, applying complex state and federal policies and regulations.
Provided information and answered client questions regarding program benefits and requirements, client rights and client responsibilities.
Made referrals to other agencies for housing, child care, job training, etc.
Maintained caseload statistics and completed monthly monitoring reports.

EDUCATION

Master of Science, Community and Regional Planning: University of Texas at Austin 1993.

Bachelor of Arts, Political Science; University of the Incarnate Word, 1987.

OTHER SKILLS

Proficient with various personal computer software packages, including: Microsoft Word, Excel, FoxPro, FileMaker Pro, PageMaker, SAS and SPSS.

Speak, read and write Spanish.

COMMUNITY INVOLVEMENT

Community Sabbatical Grantee, University of Texas Humanities Institute

Chairperson, Austin Asset Building Coalition

Member of the Board of Directors, Marywood Children and Family Services

Licensed Foster Parent, Texas Department of Protective and Regulatory Services

Mario Cortez

[redacted]

Professional Experience

Front Steps, Inc., Austin Texas — *7/04 – present*

Keep Austin Housed AmeriCorps Program Coordinator

- Developed and managed all operational program activities and internal reporting methods in accordance with federal regulations and state provisions.
- Developed and managed systems to track performance outcome data and reported on program progress to federal and state entities.
- Established effective partnerships with social service organizations and developed and managed a network of 12 agency partnerships with Keep Austin Housed.
- Coordinated the recruitment, selection, and placement process of 25 AmeriCorps members annually and managed members' service terms.
- Developed and implemented an annual training plan focused on building and strengthening the professional skills of each member and provided supervisional support in members' professional development.

Foundation for the Homeless, Inc., Austin, Texas — *7/03 – 7/04*

Director of Social Services

- Coordinated and supervised case management services.
- Served as community liaison and collaborated with community service providers to enhance services to the homeless population.
- Acted as lead personnel in evaluating and monitoring program participants' compliance with service plans.
- Maintained program documentation in accordance with agency guidelines and reported outcome data to funding sources.
- Provided field instruction to interns from the UT School of Social Work.

Woodside Trails Therapeutic Camp, Smithville, Texas — *1/03 – 7/03*

MSSW Student Intern

- Worked with adolescent boys on issues of sexual victimization/perpetration, anger management, abuse, neglect, and addressed a variety of mental health disorders.
- Provided individual, group and family therapy to twelve adolescents and their families.
- Utilized a variety of therapeutic models (Play, CBT, Reality, and Narrative) and techniques.
- Participated in Comprehensive Treatment Plans and Treatment Planning Reviews.
- Coordinated services with Juvenile Probation and Child Protective Services.

Foundation for the Homeless, Inc., Austin, Texas

Intake Manager — *6/02 – 7/03*

Passages Case Manager — *10/97 – 5/02*

- Conducted shelter intakes and evaluated family eligibility for agency shelters.
- Facilitated service planning process with homeless families, brokered community resources, administered crisis intervention, and advocated for clients as they worked toward self-sufficiency.
- Supervised Passages Case Managers and oversaw case management program.
- Worked with administrative staff on efforts of program development and volunteer recruitment and trainings.
- Organized and lead effort of data collection and database building to establish comprehensive measurable objectives for agency's service delivery system.

American Institute for Learning, ...tin, Texas — *9/96 – 5/97*
BSW Student Intern

- Served as counselor intern for GED classroom and the Career Resource Center.
- Provided educational and general counseling for culturally diverse, at-risk youth.
- Facilitated adolescent male support group (ages 16-18) with an emphasis on gang related topics.
- Created and edited student involved newsletter for the Career Resource Center.

Helping Our Brothers Out, Inc., Austin, Texas — *7/93 – 12/95*
Client Services Specialist

- Administered direct client services and provided crisis intervention to general homeless population.
- Developed and maintained database that documented governmental benefits for approximately two thousand clients.
- Assisted with recruitment, orientation and supervision of agency volunteers.
- Maintained monthly reports for client services, volunteer participation, and community service workers.

Education

Master of Science in Social Work — *8/03*
The University of Texas at Austin, Austin, Texas
Concentration: Clinical

Bachelor of Social Work — *5/97*
The University of Texas at Austin, Austin, Texas
Generalist Practice

Honors & Affiliations

- Butler Award nominee (Keep Austin Housed) for True Spirit of Collaboration (recipients not yet announced) — *2007*
- Certified Field Instructor for The University of Texas School of Social Work — *2004*
- Phi Alpha National Social Work Honor Society — *2003*
- The Honor Society of Phi Kappa Phi — *2003*
- Social Services Case Management Network, Executive Committee Member — *2003 – 2006*
- Caring Forever Award, Community award presented by Shepard of the Hills Presbyterian Church — *2002*
- Homeless Task Force/Ending Community Homelessness Coalition (ECHO) — *1998 – present*

Salary Requirement

$50,000

Tim Miles

[redacted]

Education

Master of Science in Social Work **The University of Texas at Austin** *Professional Areas of Interest: Religion, & Mental health in the African-American Community; African-American Male Mental Health; Solution-Focused/Short Term Counseling; Blended Management in Permanent Supportive Housing*	***Master of Theological Studies*** **Harvard Divinity School** **Harvard University** *Concentration Areas: Religion & Cultural Criticism; Faith, Civil Rights, & Social Justice; American Christianity & Social Service Administration*	***B.A. in Liberal Arts Honors*** **The University of Texas at Austin**

Professional Experience

Foundation Communities — Austin, TX

Director of Supportive Services/Project Director - SAMHSA Services in Supportive Housing
November 2009 - Present

Manager - Permanent Supportive Housing
June 2006 – February 2010
Duties include:

- ***Overseeing Permanent Supportive Housing Operations***: Management of all operations for a permanent supportive housing/SRO project which provides low-barrier housing for formerly homeless, single adults; Working in a collaborative blended management model to assist formerly homeless individuals successfully maintain permanent housing in a supportive environment; Supervising leasing and maintenance activities maintain at least 98% occupancy, maximize NOI, and ensure compliance with policy regarding operations and 48 hour turnaround time for service requests, as well as securing bids for repairs and replacement work beyond capability of staff; Preparation of budget, and adherence to approved budgets.
- ***Overseeing Supportive Services***: Hiring, training, & supervising Supportive Service Coordinators providing direct, on-site services to residents in our permanent supportive housing, SRO communities; Identifying and implementing best practices in supportive services delivery; Establishing partnerships with community service providers to bring in clinical mental health & substance abuse treatment services, health, wellness, and nutrition services, social and personal enrichment activities, rental assistance, and employment readiness services to our residents.
- ***Overseeing Grant Compliance***: Management of federal, state, and city grant funding requirements for the HOME, HTF, SAMHSA, HHSP, and CDBG programs; Developing policies and procedures to accurately report outcomes; Working with external program evaluators to collect and analyze data to enhance treatment & service planning success; to Enforcement of agency safety policies & regulations as well as OSHA compliance; ensuring compliance with all local, state, and federal fair housing laws; completing required and requested reports in an accurate and timely manner.

Texas State University – San Marcos — San Marcos, TX

Assistant Director of Residence Life
Adjunct Professor of Counseling/Education
1st Generation Student Programs, P.A.W.S. Alert System, Residential College, & Student Involvement
July 2004 – June 2006
Duties included:

- ***Administration of a Campus Residential Community***: Administration of all student life & student services, facilities maintenance and housekeeping, housing assignments, safety & security, counseling, discipline, and judicial affairs, as well as linking and coordinating services through other campus departments, for a campus residential community of just under two-thousand students covering 8 residence halls.
- ***Staff Supervision***: Supervision, hiring, recruitment, and training of 5 full-time student affairs professionals (all with master's degrees), 1 graduate student paraprofessional, and an undergraduate student staff of about 70.
- ***Co-Curricular Programming & Student Development***: Coordination of the Residential College program which includes direct supervision of Res. College professional staff, administering Res. College admissions process, conducting Residence Life orientation for live-in faculty members, working with academic departments to set up Res. College blocks of 1st and 2nd year

core courses, working with registrar's office to set-up early registration for Res. College students in block courses, and advising students prior to and during registration.

- ***Academic Instruction***: Teaching an academic credit course (*Issues in Higher Education [COUN 4378]*) offered through the College of Education, which includes lecturing and facilitating active discussions, hands-on projects and several guest speakers to help students explore the history and philosophy of residence life and higher education, as well as the multiple tasks and responsibilities of residence life professionals and paraprofessionals.

The University of Texas at Austin — *Austin, TX*

Residence Life Coordinator/Student Affairs Administrator

Division of Housing and Residence Life
August 2001 to July 2004
Duties included:

- Management of student life activities including overall responsibility for meeting student development and housing needs for over 400 residents in an on-campus university residence hall including budget management; social, educational, recreational, and diversity programming; counseling and mediation services for students; and administrative, clerical, and customer service functions;
- Assisting in the administration of facilities maintenance, building safety and security, housekeeping, and room assignment process
- Recruitment, hiring, supervision, training, and development of a Resident Assistant staff of eleven and a student administrative staff of five;
- Recruitment, selection, training, development, and advising of Student Judicial Board and Peer Arbitration Leaders programs;
- Chair of the Resident Assistant Selection Committee for the campus-wide Resident Assistant recruitment and hiring process;
- Chair of the Targeted Academic Guidance project for residents who are struggling academically;
- Chair of the Professional Staff Development project which is responsible for the professional development and training activities for the Residence Life professional staff.

Tri-City Mental Health Center – Adult Systems of Care — *Los Angeles County, CA*

Program Manager - Quality Improvement, Cultural Competence, Training, and Program Development

August 2000 to August /2001

Fresh Start Housing/Homeless Outreach Case Manager

November 1999 - August 2000
Duties included:

- ***Program Development***: Created and managed Client Grievance Program including: serving as initial contact person for agency clients with service complaints; investigation, problem-solving, intervention, and mediation on client/staff disagreements; and reporting to senior management on the status on individual complaints, grievance procedures, and service improvement strategies.
- ***Development & Institutional Giving***: Identifying and securing grant funding for multi-cultural training, minority staff recruitment, and community outreach.
- ***Diversity Training***: Facilitation of staff development programs in cross-cultural education and cultural competency training;; coordination of Ethnic Specific Services Program to ensure that culturally appropriate services are provided to underserved minority populations; delivery of trainings to staff and community on mental health and spirituality; Development of policies and implementation strategies to comply with statewide cultural competency standards; Co-Chairman of Cultural Competency Committee.
- ***Mental health, Substance Abuse, & Housing Direct Service***: Case management for dually diagnosed, chronically mentally ill adults on parole and/or probation whose illness is determined to be a contributing factor to their interaction with the criminal justice system; delivery of intensive support services in assisting caseload to find and maintain appropriate and adequate housing.
- ***Service Coordination***: Linkage, advocacy, and facilitation in meeting the health care, employment/training, social service, and mental health needs of a caseload of between10 to 12.
- ***Training & Education***: Facilitation of psycho-educational, life skills, substance abuse, and recreational activity groups.

Tri-City Mental Health Center – Children & Family Services — *Los Angeles County, CA*

Day Treatment Program Coordinator

November 1998 to November 1999
Duties included:

- ***Mental health, Substance Abuse Direct Service***: Coordination and Co-Facilitation of Adolescent Day Treatment Program, including creation and coordination of Adolescent Recreation Therapy Program; Provided case management and mental

health support services for a caseload of approximately 30 children and their families including screening, assessment, supervised diagnosis, psycho-educational counseling, and service linkage.

- ***Staff Supervision***: supervision of a professional staff of 1 and paraprofessional staff of 4.
- ***Training & Education***: Facilitation and curriculum development of parent's and children's psycho-educational groups on Anger Management, ADD/ADHD, Substance Abuse, and Social Skills.

Gulf Coast Community Mental Health Center — *Galveston, TX*

Respite & Summer Day Program Coordinator
Mental Health Case Manager
September 1997 to November 1998
Duties included:

- ***Direct Service***: Case management & service coordination of mental health services for a caseload of approximately 50 children and their families.
- ***Program Coordination***: Administration and management of all activities for children's respite services and summer day camp;
- ***Staff/Volunteer Supervision***: Recruitment and supervision of volunteers and staff of 11; Coordination and community outreach activities.

WorldTeach — *Windhoek, Namibia (Southwest Africa)*

Community Health Education/English Resource Teacher
June 1993 to June 1994
Duties included:

- Carrying out culturally appropriate HIV/AIDS and other public health information;
- English Resource Teacher assisting primary school teachers and administrators in developing public school curriculum in English

U.S. Army

Sergeant
June 1985 – June 1990
Duties included:

- Leading a cavalry squad;
- Served as an Army Ranger;
- Led Drill and Ceremony Training at The Primary Leadership Development Course at Ft. Hood, TX

References Available Upon Request

ATTACHMENT 14:
SUPPORTIVE SERVICE BUDGET

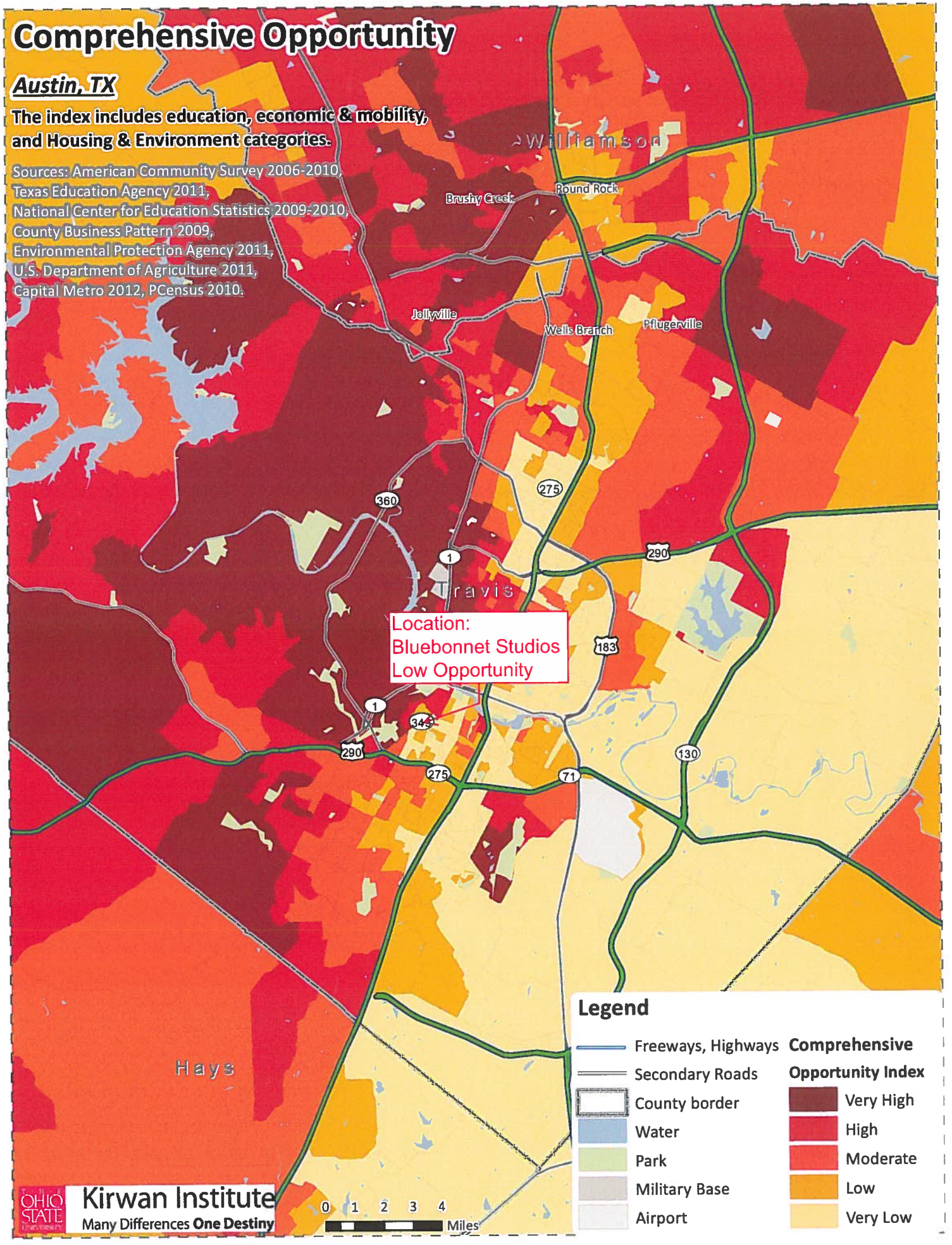
Supportive Service Budget
Bluebonnet Studios

Sources	**Year 1**	**Year 2**	**Year 3**
Cash flow from Operations	$60,000	$61,800	$63,654
St. David's Foundation (SDF) - Healthy Minds	$66,425	$68,418	$70,470
City of Austin (COA) PSH Supportive Services Funding	$3,750	$3,863	$3,978
TOTAL SOURCES	**$130,175**	**$134,080**	**$138,103**

Uses				**Source**	**Notes**
Supportive Service Coordinator Salary	$40,000	$41,200	$42,436	Cash Flow	one full-time position
Payroll Taxes	$3,655	$3,765	$3,878	Cash Flow	
Worker's Comp	$135	$139	$143	Cash Flow	
Retirement	$1,135	$1,169	$1,204	Cash Flow	
Health Insurance	$3,420	$3,523	$3,628	Cash Flow	
Supplies/Printing	$1,000	$1,030	$1,061	Cash Flow	
Training/Travel/Mileage	$1,000	$1,030	$1,061	Cash Flow	
Direct Aid - Food Bank	$4,500	$4,635	$4,774	Cash Flow	
Direct Aid - Transportation	$1,500	$1,545	$1,591	Cash Flow	
Direct Aid - Medical	$3,500	$3,605	$3,713	Cash Flow	
Welcome Home Baskets	$155	$160	$164	Cash Flow	household items given to residents upon move-in
Clinical Mental Health Treatment/Prevention Services	$56,250	$57,938	$59,676	SDF	contracted w/ Lone Star Circle of Care (includes part-time psychiatrist and part-time nurse)
Detox Services (Substance Abuse)	$4,550	$4,687	$4,827	SDF	contracted w/ Austin Recovery
Inpatient Residential Treatment (Substance Abuse)	$5,625	$5,794	$5,968	SDF	contracted w/ Austin Recovery
Supported Employment Program	$3,750	$3,863	$3,978	COA	contracted w/ Goodwill Industries of Central Texas
TOTAL	**$130,175**	**$134,080**	**$138,103**		

ATTACHMENT 15:

OPPORTUNITY MAP DOCUMENTATION


Comprehensive Opportunity
Austin, TX
The index includes education, economic & mobility, and Housing & Environment categories.
Sources: American Community Survey 2006-2010, Texas Education Agency 2011, National Center for Education Statistics 2009-2010, County Business Pattern 2009, Environmental Protection Agency 2011, U.S. Department of Agriculture 2011, Capital Metro 2012, PCensus 2010.
Williamson
Brushy Creek
Round Rock
Jollyville
Wells Branch
Pflugerville
Travis
Hays
Location:
Bluebonnet Studios
Low Opportunity
360
275
290
1
183
130
71
345
Legend
Freeways, Highways
Secondary Roads
County border
Water
Park
Military Base
Airport
Comprehensive Opportunity Index
Very High
High
Moderate
Low
Very Low
0 1 2 3 4
Miles
Kirwan Institute
Many Differences One Destiny

ATTACHMENT 16:

OPERATING PROFORMA

TABLE D: OPERATING PROFORMA			
Unit Size (BR/BA)	Number of Units	Monthly Rental Income	Annual Rental Income
(0/1) 452 Sq Ft	107	$62,040	$744,480
	0	$0	$0
	0	$0	$0
FULL OCCUPANCY ANNUAL INCOME			$744,480
Less Vacancy Loss @ 7.50%			($55,836)
Other Income			$16,837
GROSS ANNUAL INCOME			$705,481

Inflation Factor - Income	2%
Inflation Factor - Expenses	3%

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 10	Year 15	Year 20	Year 25	Year 30
Gross Annual Income	$705,481	$719,591	$733,982	$748,662	$763,635	$843,115	$930,867	$1,027,753	$1,134,722	$1,252,825
EXPENSES										
Utilities	$76,056	$78,338	$80,688	$83,108	$85,602	$99,236	$115,042	$133,365	$154,606	$179,231
Insurance	$15,556	$16,023	$16,503	$16,998	$17,508	$20,297	$23,530	$27,278	$31,622	$36,659
Maintenance/Repair/Service Contracts	$68,519	$70,575	$72,692	$74,873	$77,119	$89,402	$103,641	$120,148	$139,285	$161,470
Turnover	$1,878	$1,934	$1,992	$2,052	$2,114	$2,450	$2,841	$3,293	$3,818	$4,426
Property Taxes	$32,602	$33,580	$34,587	$35,625	$36,694	$42,538	$49,313	$57,168	$66,273	$76,829
Management	$301,015	$310,045	$319,347	$328,927	$338,795	$392,756	$455,312	$527,832	$611,902	$709,362
Marketing	$1,500	$1,545	$1,591	$1,639	$1,688	$1,957	$2,269	$2,630	$3,049	$3,535
Maintenance Reserve	$32,100	$33,063	$34,055	$35,077	$36,129	$41,883	$48,554	$56,288	$65,253	$75,646
Administrative	$50,305	$51,814	$53,369	$54,970	$56,619	$65,637	$76,091	$88,210	$102,260	$118,547
Management Fee	$34,432	$35,465	$36,529	$37,625	$38,754	$44,926	$52,081	$60,377	$69,993	$81,141
Supportive Services	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
TOTAL EXPENSES	$613,963	$632,382	$651,353	$670,894	$691,021	$801,082	$928,674	$1,076,588	$1,248,060	$1,446,844
NET OPERATING INCOME (NOI)	$91,518	$87,209	$82,629	$77,768	$72,615	$42,033	$2,193	($48,835)	($113,338)	($194,019)
Sources of Funds & Debt Service										
TOTAL ANNUAL Debt Service (DS)	$1.00	$1.00	$1.00	$1.00	$1.00	$1.00	$1.00	$1.00	$1.00	$1.00
Cash-flow after Debt Service (CF = NOI – DS)	$91,517	$87,208	$82,628	$77,767	$72,614	$42,032	$2,192	($48,836)	($113,339)	($194,020)
Debt Coverage Ratio (DCR = NOI/DS)	91518.00	87208.73	82629.09	77768.13	72614.56	42032.64	2193.07	(48835.23)	(113338.45)	(194019.34)