

Citywide Affordable Housing Loan Committee

San Francisco Mayor's Office of Housing and Community Development
Department of Homelessness and Supportive Housing
Office of Community Investment and Infrastructure
Controller's Office of Public Finance

Prepared By: Anne Romero

Loan Committee Date: September 18, 2020

Sponsor Name: Mercy Housing California 59 (Mercy Housing California Calwest Managing GP)

Project Name: Casa de la Misión

Project Address: 3001-3021 24th Street (at Harrison)

Number of Units/Beds: 45 Units

Amount of Funds Requested: up to \$725,807 Year 1 budget
up to \$15,243,409 for 15 years

Amount of Funds Recommended: up to \$15,243,409

1. SUMMARY AND BACKGROUND

Mercy Housing California 59, a California limited partnership (the "LP"), an affiliate of Mercy Housing California, requests up to \$15,243,409 in General Funds from the Local Operating Subsidy Program (LOSP) to subsidize operations of 44 studio units of permanent supportive housing plus one 1-BR resident manager unit for seniors over 62 years of age experiencing homelessness, for a period of 15 years.

Casa de la Misión is located in the heart of the Mission district on the corner of 24th and Harrison Streets, at the location of the former Mission Neighborhood Centers (MNC) Head Start program and Mission Girls. Casa de la Misión is the result of a longstanding partnership between Mercy Housing California and Mission Neighborhood Centers (MNC), who submitted a joint application for funding under the MOHCD *NOFA for Supportive Housing for Seniors and/or Persons with Disabilities*, released on May 25, 2011. After being awarded predevelopment funding, MNC needed to resolve a Notice of Federal Interest (NOFI) on the project's site title by the Office of Head Start, which was removed in July 2017, along with other site encumbrances. MNC led the community engagement efforts for the development of the five-story building. MNC decided to not be a part of the ultimate ownership entity, relocated their programs to other sites in the Mission, and sold the building to Mercy Housing California for market value in 2019. Due to the dismantling of the HUD 202 program, there were few viable financing structures for a project of this small size with deep affordability. Mercy worked to maximize the unit

density and pursued a streamlined entitlement approval process through SB 35 in conjunction with the Statewide Density Bonus Program.

In Spring 2018, MOHCD notified MHC that the project was eligible to be the second round 9% tax credit geographic project in 2019, and Mercy successfully applied. In addition, Mercy received a \$5 million private donation specifically for the development of low-income senior housing, which they were able to dedicate to this site. This donation meant that they could repay the City \$500,000 predevelopment loan, and therefore no City funds were needed to fund the capital development. Total development costs are \$30,570,000, around \$680,000 / unit, including site acquisition in the amount of \$3.1 million. The bulk of funding is provided by 9% tax credit equity in the amount of \$25.5 million, and the \$5 million private donation completed the financing.

Casa de la Misión is a five-story structure providing 44 studio-type apartments for senior residents and one 1-bedroom apartment for the resident manager, designed by HKIT and YA Studios. The ground floor is a concrete structure with shallow spread foundations on grade. A resident lobby, management offices, utility spaces, meeting room and community room are located on this level for resident use. A separate small “warm shell” commercial space is also provided along the 24th street frontage, which will be utilized by MNC as detailed under the Commercial Space section below. The remaining ground floor area is dedicated to an 820 s.f. on-grade landscaped courtyard for resident use. The upper floors are type V wood construction, and the floor plans stack consistently until the fifth floor, where there is a setback to provide an outdoor roof terrace. A resident laundry room is also provided on the fifth floor.

Avg Unit SF by type:	44 Studios with average SF of 300 SF. One 1-BR Manager’s unit at 440 SF
Residential SF:	21,070
Circulation SF:	5,678
Common Area SF:	1,454
Building Total SF:	25,778 (includes commercial space)
Gross Retail Area:	1,227 (4.76%)

Commercial Space. The development will have 1,227 SF of ground floor neighborhood serving retail located along the 24th Street façade. In the Option Agreement between the LP and MNC, there was a provision to allow MNC to master lease the commercial space. No income from the commercial space is projected for the residential. The warm shell hard costs are included in the development budget. MNC hasn’t finalized the use for the space, but has the goal of supporting a local Mission-based small business, such as a small eatery or café. Mercy has provided a draft Letter of Intent that is under review by Mission Neighborhood Services that outlines the terms for a written lease, which is anticipated to be signed in September 2020. These proposed lease terms include:

- Delivery of premises to Tenant is anticipated to be 3/1/2021
- Lease termination date of 3/1/2037
- Option to renew for one additional 10- year term

- Triple Net Lease with tenant paying for utilities, CAM, Real Estate Taxes and property insurance payment
- Base rent of \$1 / year during initial 16 year term

The supportive services spaces include an office for 2 FTE Case Managers (1:22 case management ratio); a community room that opens onto outdoor courtyard and a private meeting room all located on the ground floor. This location of the Services Space off the building lobby/ entrance and allows for visibility to allow case managers to easily residents entering and exiting the building.

Mercy Housing Management Group will be the property manager and Mercy Services will provide supportive services.

The requested LOSP funds for the 100% senior supportive housing development would be provided through a new 15-year contract of up to \$15,243,409, with initial disbursement in May 2021 for CY 2021, and final disbursement in January 2036 for CY 2036, with contract expiration of December 31, 2036. If approved, funds would be disbursed under the contract on a calendar-year basis in accordance with the attached schedule (see Exhibit A), with possible reductions from these amounts based on operating surpluses that may occur in previous years. A total of \$725,807 in assistance is budgeted for the first year (2021). This equates to an annual per unit subsidy of \$16,495 and a monthly per unit subsidy of \$1,375, not including support services for the senior units. Support services will be funded under a separate services contract with HSH. Though all LOSP requested funds would be provided under a single, long-term contract, disbursements thereunder would be subject to annual appropriations by the Board of Supervisors, as is standard for LOSP contracts.

2. OPERATING COSTS SUMMARY

The Casa de la Misión operating budget request was developed based on Mercy Housing Management Group’s internal operating budget template and comparable sites, and was tailored to the specifics of the project. The project has a proposed operations staff of 7.4 FTE, including 24/7 desk clerk coverage. The proposed operating expenses before debt and reserve deposits are \$17,843 per unit per year, which is high compared to the whole LOSP portfolio, yet in line with small supportive projects of this size.

Operating Proforma		
Underwriting Standard	Meets Standard? (Y/N)	Notes
Debt Service Coverage Ratio is between minimum 1.10:1 and maximum 1.15:1 at year 15	N/A	DSCR is not applicable as the project is a 100% LOSP project sized to fund the gap in operating costs, and there is no debt.
Debt Service Coverage Ratio stays above 1.00:1 for entirety of projected 20-year cash flow	N/A	See above
Vacancy meets TCAC Standards	Y	Vacancy is budgeted at 5%

Annual Income Growth is increased at 2.5% per year	Y	Income escalation factor is 2.5%
Annual Operating Expenses are increased at 3.5% per year	Y	Expenses escalation factor is 3.5%
Base year operating expenses per unit are reasonable per comparables	Y	Total Operating Expenses are \$17,843 per unit; while high, the small size of the development at 45 units makes it expensive to operate on a per unit basis. Please see comparable project analysis below.
Property Management Fee is at allowable HUD Maximum	Y	Total Property Management Fee is \$35,640, \$66 / month which meets HUD's Schedule
Property Management staffing level is reasonable per comparables	Y	.28 FTE Senior Property Manager .28 FTE Property Manager 1 FTE Assistant Manager/Lead Desk Clerk 3.5 FTE Desk Clerks 1 Maintenance 1 Janitor .33 FTE Housing Support Specialist - This position is shared across three supportive housing properties (alongside 55 and 95 Laguna)
Asset Management and Partnership Management Fees meet standards	Y	Annual AM Fee is \$22,670 /yr (2021 start) Annual PM Fee is \$22,670/yr (2021 start)
Replacement Reserve Deposits meet or exceed TCAC minimum standards	Y	Replacement Reserves are \$500 per unit per year
Limited Partnership Asset Management Fee meets standards	N	LP Asset Management Fee is proposed at \$7,000 / year without escalation. This amount was agreed to by Mercy in the LPA due to the favorable investor pay-in rate, and is warranted.

3. PROPOSED LOSP BUDGET

Annual Operating Income Evaluation

Tenant Rent: Tenant rents for the 44 senior units are assumed at \$250 / unit / month, and tenants will pay 30% of their income in rent per LOSP policy. The units in the project are income-restricted by TCAC only as follows:

- 5 units at 30% TCAC AMI
- 9 units at 45% TCAC AMI
- 30 units at 50% TCAC AMI

LOSP Subsidy: The LOSP subsidy in the Year 1 Operating Budget is proposed at \$725,807 (\$16,495 PUPA and \$1,375 PUPM).

Total Residential Revenue Stream: Between tenant rents, the LOSP subsidy, miscellaneous income, total residential rental revenue for Year 1 is \$855,107.

Annual Operating Key Expenses Evaluation

Staffing Plan: The project is proposed with 7.4 FTE staffing, including .28 FTE Senior Property Manager, .28 FTE Property Manager and a combined 1 FTE Assistant Manager / Lead Desk Clerk, 3.5 desk clerks, 1 maintenance and 1 janitor. Given the small size of the project, Mercy proposes the combined .6 FTE property manager and the Assistant Property Manager doubles as a lead desk clerk for staffing efficiencies.

In addition, Mercy proposes a role of .33 FTE “Housing Support Specialist” based on best practices they have found in supportive housing, which is shared across three supportive housing properties. This position will provide senior level technical support to staff and residents, with a primary objective to keep residents housed. This position will work on housing retention, communication and resident engagement challenges, and will provide focused training and coaching to support services and property management staff to ensure common language and to establish common operation goals and delivery practices. This position would also provide oversight for 55 and 95 Laguna, with percentage of time based on proportional unit count. Currently Mercy utilizes this role at 4 PSH sites, and is recommending it at all PSH sites. For this project, the cost of this .33 FTE position is \$28,911.

This staffing plan represents a staff to unit/household ratio of 1 to 7.4. While this is a high staffing ratio, it is due to the small size of the project. With the exception of the new “Housing Support Specialist”, which Mercy is trying to implement as a best practice across their supportive housing, the staffing plan is lean.

Title	FTE	Salary
Housing Support Specialist	0.33	\$ 28,900
Senior Property Manager	0.28	\$ 23,230
Property Manager	0.28	\$ 16,250
Assistant Manager / Lead Desk Clerk	1	\$ 42,000
Desk Clerks	3.5	\$ 123,760
Maintenance	1	\$ 51,535
Janitorial	1	\$ 33,105
Total FTEs and Expenses	7.39	\$ 318,780

Contracts: – This line item in the amount of \$68,600 covers exterminating contract and supplies, grounds contract and supplies, security supplies/ repairs, janitor contracts and supplies, maintenance contracts, fire protection contract and elevator services contract.

Total Annual Operating Expenses before debt and reserves: \$802,937 (\$17,843 PUPA)

20-Year Cash Flow

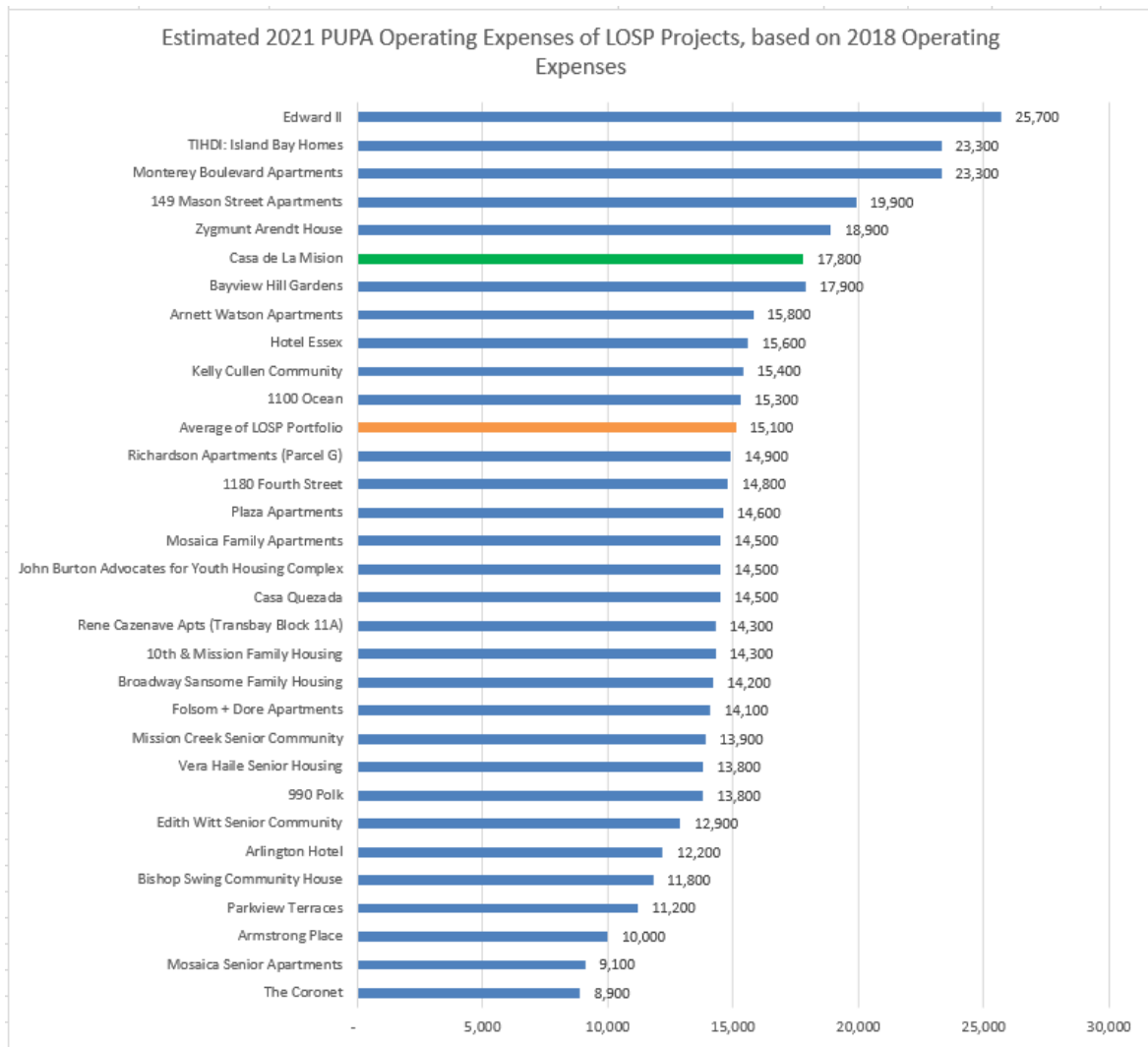
- The LOSP subsidy funds a break-even budget, thus no cash flow is generated
- Tenant rental income is escalated at 1% for senior households given fixed incomes on public benefits and historic rate of increase
- Resident vacancy rate is 5%
- All operating expenses are escalated at 3.5%
- Partnership management fee is escalated 3.5% and ceases after Year 15
- Investor services fee is proposed at \$7,000 / year in Year 1 and it does not escalate; this higher than typical fee was an important deal point for the investor, who provided high \$1.00 tax credit pricing

4. OPERATING COSTS COMPARATIVE ANALYSIS

To evaluate the proposed budget for Casa de la Misión under a new LOSP contract and its relative cost to other small and senior supportive housing projects of similar size, MOHCD staff compared the project's proposed operating expenses to the operating expenses of other supportive housing projects in MOHCD's portfolio.

Comparison with Other Supportive Housing

In 2018, MOHCD's portfolio had a total of 32 supportive housing LOSP projects. When trended up to 2021, average total operating expenses (before replacement reserve deposits and hard debt service) averaged \$15,100 per unit per annum (PUPA), with a range from \$8,900 to \$25,700 PUPA. One of the greatest determinants of PUPA operating expenses is project size, with PUPA operating expenses higher for smaller and scattered site buildings and lower for larger buildings. With proposed per unit annual operating expenses of \$17,800, Casa de la Misión is higher than the average for LOSP supportive housing projects of \$15,100 per unit annual operating cost, yet is in line with other similarly size small supportive housing projects.



Comparison to Other Projects with Similar % of LOSP Units

Within the portfolio of projects supported by LOSP, the percentage of units in each project that are set aside for homeless households varies from 20% to 100%. MOHCD staff analyzed the average PUPA operating costs within three subsets of the LOSP portfolio, based on the percentage of LOSP units within a project. Buildings with a higher percentage of LOSP units have higher operating costs on a per unit basis. With 100% supportive housing units, the proposed CDLM operating costs of \$17,800 PUPA are lower than supportive housing projects with 80% or more of supportive housing units, at \$19,800 PUPA.

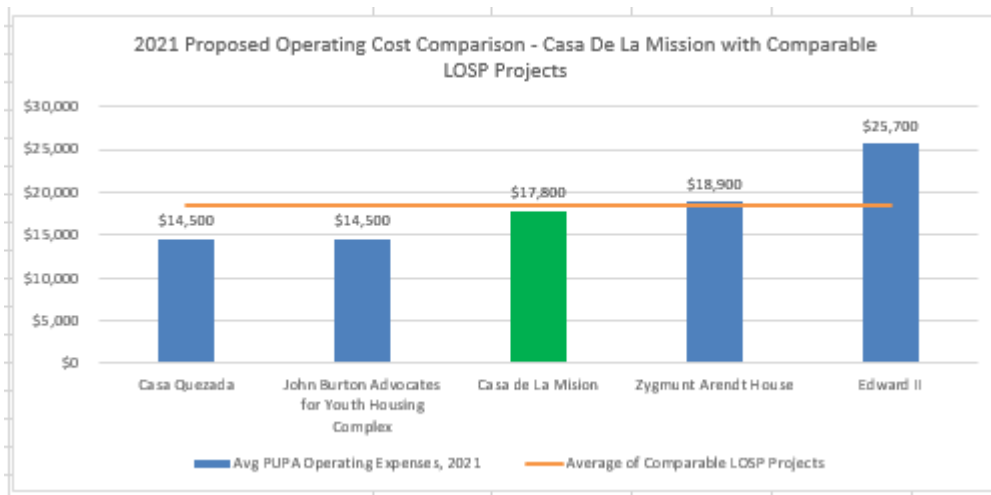
Average 2021 Operating Expenses Per Unit Per Annum by % of LOSP Units, Extrapolated from 2018 Data*

% of LOSP Units	# Projects	Average PUPA Operating Expenses
80% or more LOSP Units	5	\$19,800
31% - 79% LOSP Units	13	\$14,200
30% or less LOSP Units	8	\$13,000
All	26	\$14,900

*Operating Expenses inflated annually by 3.5%.

Comparison to Other Projects of Similar Size

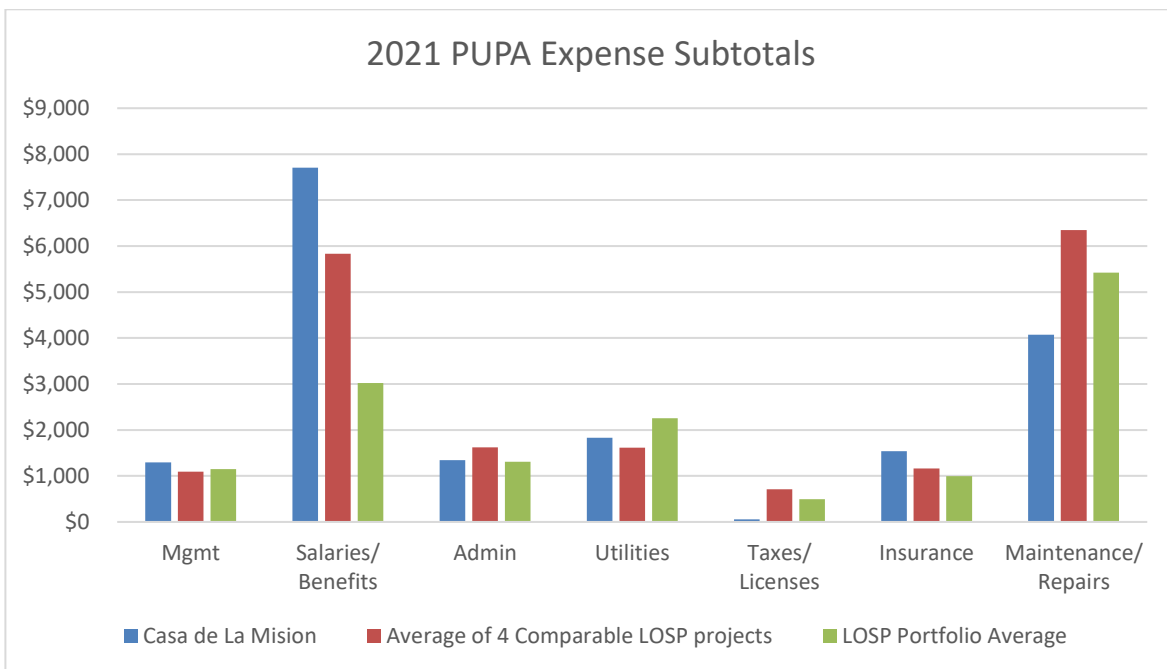
Project size is a key metric for determining per unit cost, as property management staffing involves fixed costs that are spread out amongst the number of units. At the small size of 45 units, proposed operating costs at Casa de la Misión are in the mid-range of comparable under small supportive housing costs. At \$17,800 per unit, operating expenses are just under the average of \$18,400 PUPA for comparable very small supportive projects between the size of 24 to 52 units. Zygmunt Arendt House is a perfect comparable project at 47 units of 100% senior supportive housing that has been in operation for over nine years; it's operating cost escalated to 2021 is \$18,900 PUPA compared to the proposed \$17,800 PUPA cost of Casa de la Misión.



Project Name	PUPA Operating Expenses, 2021	Average of Comparable LOSP Projects
Casa Quezada (52 units)	\$14,500	\$18,400
J Burton Advocates for Youth Housing (50 units)	\$14,500	\$18,400
Casa de La Misión (45 units)	\$17,800	\$18,400
Zygmunt Arendt House (47 units)	\$18,900	\$18,400
Edward II (24 units)	\$25,700	\$18,400

Subcategories of Operating Expenses

Compared to other supportive housing LOSP projects, the cost of salaries and benefits are higher than comparable projects adjusted to 2021. This higher cost is less acute when compared to the very small supportive housing comparable projects listed in the chart above. The higher cost for Casa de la Misión reflects the higher staffing level that Mercy is proposing, including the .33 FTE of the Housing Support Specialist position. All other categories are in line with the comparable projects, and the maintenance and repair budget category on a per unit per annum basis is under that of comparable projects.



5. SUPPORT SERVICES EVALUATION

Through a direct contract with HSH, Mercy Services will provide supportive services to the 44 senior households. The Services Plan includes 2 FTE Case Managers to provide on-site wrap around case management services. The goal of the services program at Casa de La Misión is to assist the seniors in maintaining independence, stability and functioning within a safe and affordable housing community, resulting in improved health and well-being while establishing and maintaining long-term housing.

Programming Staffing:

Mercy Housing California will staff 2 FTE on-site Case Managers, and 0.6 FTE Resident Service Coordinator II.

Supervision:

Mercy Housing shall ensure that on-site Support Services staff has access to bimonthly case conferencing and ongoing supervision by Resident Services Manager.

Service Delivery Model:

Mercy Housing's Resident Services program will provide opportunities for wrap-around case management, one-on-one direct services, on-site group education classes, and resources and referral for residents to access community-based programs and services. These programs will be offered Monday to Friday and according to the hours needed to engage resident participation. HSH referred residents may have special needs including co-occurring mental illness, substance use challenges, physical disabilities, developmental disabilities, HIV/AIDs, and/or other chronic health conditions. Many may also have limited experience living independently.

In addition to the 2FTE Case Managers, there will be a designated Resident Services Coordinator to help with ongoing activities and events. Resident engagement efforts are a known indicator of long-term housing success, and therefore Mercy has required, as part of its commitment to implementing best practices, that all PSH sites have a Resident Services Coordinator (RSC) onsite.

Service Budget. Current proposed services budget for 2 FTE Case Managers is \$240,000 / year. This results in a per unit annual cost of \$5,450 and a case manager to household ratio of 1:22 (and total services staff to household ratio of 1:17). All services are being paid from the separate services contract with HSH. HSH has reviewed the services plan and budget and has opined that it is appropriate for the building and target population.

6. CONCLUSION

The sponsor is in good financial health per their latest MOHCD fiscal review dated June 4, 2019, and there are no findings with their contract monitoring. MOHCD staff recommend approval of the request in full. The proposed operating budget has appropriate staffing and meets the operating cost standards of comparable projects.

7. RECOMMENDED CONDITIONS

None

8. LOAN COMMITTEE MODIFICATIONS

Chavez, Rosanna (MYR)

From: Shaw, Eric (MYR)
Sent: Friday, September 18, 2020 2:59 PM
To: Chavez, Rosanna (MYR)
Subject: Casa De La Mision - Loan Committee

I approve

Eric D. Shaw
Director

Mayor's Office of Housing and Community Development
City and County of San Francisco
1 South Van Ness Avenue, 5th Floor

Chavez, Rosanna (MYR)

From: Menjivar, Salvador (HOM)
Sent: Wednesday, September 23, 2020 3:55 PM
To: Chavez, Rosanna (MYR)
Cc: Shaw, Eric (MYR)
Subject: Approval of loan to Casa del La Mission

I approve the **LOSP CONTRACT FUNDING FOR CASA DE LA MISION: 3001-3021 24TH STREET** Mercy Housing California 59, a California limited partnership, an affiliate of Mercy Housing California, requests up to \$15,243,409 in General Funds from the Local Operating Subsidy Program (LOSP) to subsidize operations of 44 studio units of permanent supportive housing plus one 1-BR resident manager unit for seniors over 62 years of age experiencing homelessness, for a period of 15 years.



Salvador Menjivar
Director of Housing
Pronouns: He/Him
San Francisco Department of Homelessness and Supportive Housing
salvador.menjivar1@sfgov.org | 415-308-2843

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Chavez, Rosanna (MYR)

From: Oerth, Sally (CII)
Sent: Friday, September 18, 2020 11:32 AM
To: Chavez, Rosanna (MYR)
Cc: Shaw, Eric (MYR); Romero, Anne (MYR)
Subject: 9/18/20 Loan Committee: Casa de la Misión

On behalf of Nadia Sesay, I approve the LOSP request for the Casa de la Misión project that was presented at the 9/18/20 Loan Committee.

Sally Oerth
Deputy Director



Chavez, Rosanna (MYR)

From: Van Degna, Anna (CON)
Sent: Friday, September 18, 2020 11:32 AM
To: Chavez, Rosanna (MYR)
Cc: Shaw, Eric (MYR)
Subject: Casa de la Mision

Approved

Anna Van Degna

Director, Controller's Office of Public Finance
City & County of San Francisco
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City Hall, Room 336
San Francisco, CA 94102
Phone: (415) 554-5956
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LOAN COMMITTEE RECOMMENDATION

Approval indicates approval with modifications, when so determined by the Committee.

APPROVE. DISAPPROVE. TAKE NO ACTION.

Eric D. Shaw, Director
Mayor's Office of Housing and Community Development

Date: _____

APPROVE. DISAPPROVE. TAKE NO ACTION.

Salvador Menjivar, Director for Housing
Department of Homelessness and Supportive Housing

Date: _____

APPROVE. DISAPPROVE. TAKE NO ACTION.

Nadia Sesay, Director
Office of Community Investment and Infrastructure

Date: _____

APPROVE. DISAPPROVE. TAKE NO ACTION.

Anna Van Degna, Director
Controller's Office of Public Finance

Date: _____

- Attachments:
- A. LOSP Program Description
 - B. 1st Year Operating Budget
 - C. 20-Year Operating Pro Forma
 - D. LOSP Funding and Disbursement Schedule A

Attachment A: LOSP Program Description

As part of the City and County of San Francisco's effort to address the needs of the growing homeless population, the City has prioritized the development of non-profit owned and operated permanent supportive housing for formerly homeless individuals and families. While capital financing can be leveraged for this population, stakeholders realized these units cannot be feasibly operated at the scale needed if they rely solely on scarce federal or state operating subsidies.

In June 2004, the City launched its *Ten Year Plan to Abolish Chronic Homelessness* (the 2004 10-Year Plan), a multifaceted approach that included a locally funded operating subsidy as a key element and established the Local Operating Subsidy Program (LOSP) in 2006 to support the creation of permanent supportive housing at a large scale. The operating subsidy leverages capital financing by integrating homeless units into Low Income Housing Tax Credit projects without burdening them with operating deficits. LOSP was created by the Mayor's Office of Housing and Community Development (MOHCD) in partnership with the Department of Public Health (DPH) and the Human Services Agency (HSA).

On July 1, 2016, the City's diverse programs addressing homelessness were brought under the new Department of Homelessness and Supportive Housing (HSH), which combines key homeless-serving programs and contracts previously located across several City departments. The new department consolidates the functions of DPH Direct Access to Housing (DAH) and HSA Housing & Homeless programs. San Francisco is developing a Coordinated Entry System (CES) for all homeless populations to best match households to the appropriate intervention and ensure those with the highest needs are prioritized.

Through grant agreements with MOHCD, which are subject to annual appropriations by the Board of Supervisors, LOSP pays the difference between the cost of operating housing for homeless persons and all other sources of operating revenue for a given project, such as tenant rental payments, commercial space lease payments, or other operating subsidies. HSH refers homeless applicants to the housing units as well as provides services funding to the projects under a separate contract.

Attachment B: 1st Year Operating Budget

Application Date: 5/1/2021
 Total # Units: 45
 First Year of Operations (provide data assuming that Year 1 is a full year, i.e. 12 months of operations): 2021

Project Name: Casa de la Mision
 Project Address: 3001-3021 24th Street

Project Sponsor: Mercy Housing California

TCAC Income Limits In Use! Correct errors noted in Col M!

INCOME	LOSP/non-LOSP Allocation		Total	Comments
	100%	0%		
Residential - Tenant Rents	132,000	0	132,000	Links from 'New Proj - Rent & Unit Mix' Worksheet
Residential - Tenant Assistance Payments (Non-LOSP)	0	0	0	Links from 'New Proj - Rent & Unit Mix' Worksheet
Commercial Space	725,807	0	725,807	
Residential Parking	0	0	0	Links from 'Utilities & Other Income' Worksheet
Miscellaneous Rent Income	1,200	0	1,200	Links from 'Utilities & Other Income' Worksheet
Supportive Services Income	0	0	0	
Interest Income - Project Operations	0	0	0	Links from 'Utilities & Other Income' Worksheet
Laundry and Vending	2,700	0	2,700	Links from 'Utilities & Other Income' Worksheet
Tenant Charges	0	0	0	Links from 'Utilities & Other Income' Worksheet
Miscellaneous Residential Income	0	0	0	Links from 'Utilities & Other Income' Worksheet
Other Commercial Income	0	0	0	Links from 'Commercial Op. Budget' Worksheet
Withdrawal from Capitalized Reserve (deposit to operating account)	0	0	0	Withdrawal from Capitalized Reserve (deposit)
Gross Potential Income	861,707	0	861,707	
Vacancy Loss - Residential - Tenant Rents	(6,600)	0	(6,600)	Vacancy loss is 5% of Tenant Rents.
Vacancy Loss - Residential - Tenant Assistance Payments	0	0	0	#DIV/0!
Vacancy Loss - Commercial	0	0	0	Links from 'Commercial Op. Budget' Worksheet
EFFECTIVE GROSS INCOME	855,107	0	855,107	PUPA: 19,002

OPERATING EXPENSES				
Management				
Management Fee	35,640	0	35,640	1st Year to be set according to HUD schedule-\$66 PUPM
Asset Management Fee	22,670	0	22,670	
Sub-total Management Expenses	58,310	0	58,310	PUPA: 1,296
Salaries/Benefits				
Office Salaries	70,900	0	70,900	\$42k asst. manager/desk clerk & .3 FTE of regional management specialist
Manager's Salary	39,480	0	39,480	28 FTE Senior Property Manager & 28 Property Manager
Health Insurance and Other Benefits	112,776	0	112,776	includes payroll taxes
Other Salaries/Benefits	123,760	0	123,760	3.5 desk clerks at \$17/hour includes PTO & holiday coverage
Administrative Rent-Free Unit	0	0	0	
Sub-total Salaries/Benefits	346,916	0	346,916	PUPA: 7,709

Administration				
Advertising and Marketing	0	0	0	\$10 PUPA for colateral/internet presence- standard assumption
Office Expenses	20,869	0	20,869	Copier/copying, phone office system,office equipment and computer support
Office Rent	0	0	0	
Legal Expense - Property	5,000	0	5,000	5 legal actions at \$1000 (stipulated agreements)
Audit Expense	10,000	0	10,000	
Bookkeeping/Accounting Services	14,625	0	14,625	Based on \$12.5 PUPM bookkeeping + audit fees at \$175 per unit
Bad Debts	0	0	0	
Miscellaneous	10,055	0	10,055	Staff Development/Training, employee recognition, AHMA dues, commuter checks
Sub-total Administration Expenses	60,549	0	60,549	PUPA: 1,346
Utilities				
Electricity	20,000	0	20,000	
Water	18,630	0	18,630	based on 2018 comps in SF with increase for 2020
Gas	18,799	0	18,799	
Sewer	25,000	0	25,000	based on 2018 comps in SF with increase for 2020
Sub-total Utilities	82,429	0	82,429	PUPA: 1,832

Taxes and Licenses				
Real Estate Taxes	1,600	0	1,600	
Payroll Taxes	0	0	0	included in line item 37
Miscellaneous Taxes, Licenses and Permits	800	0	800	
Sub-total Taxes and Licenses	2,400	0	2,400	PUPA: 53

Insurance				
Property and Liability Insurance	47,632	0	47,632	Based on actual quote updated 8/3/20
Fidelity Bond Insurance	0	0	0	
Worker's Compensation	21,566	0	21,566	Based on actual quote updated 8/3/20
Director's & Officers' Liability Insurance	0	0	0	
Sub-total Insurance	69,198	0	69,198	PUPA: 1,538

Maintenance & Repair				
Payroll	84,640	0	84,640	1.0 FTE Maintenance Manager; 1 FTE janitor does not include benefits
Supplies	4,360	0	4,360	
Contracts	68,585	0	68,585	
Garbage and Trash Removal	21,150	0	21,150	
Security Payroll/Contract	0	0	0	
HVAC Repairs and Maintenance	4,400	0	4,400	HVAC + Solar Hot Water
Vehicle and Maintenance Equipment Operation and Repairs	0	0	0	
Miscellaneous Operating and Maintenance Expenses	0	0	0	
Sub-total Maintenance & Repair Expenses	183,135	0	183,135	PUPA: 4,070

Supportive Services				
Commercial Expenses	0	0	0	2 FTE Case Managers/Oversight/Supplies
				Links from 'Commercial Op. Budget' Worksheet

TOTAL OPERATING EXPENSES				
	802,937	0	802,937	PUPA: 17,843
Reserves/Ground Lease Base Rent/Bond Fees				
Ground Lease Base Rent	0	0	0	Provide additional comments here, if needed.
Bond Monitoring Fee	0	0	0	
Replacement Reserve Deposit	22,500	0	22,500	
Operating Reserve Deposit	0	0	0	to be capitalized at permanent conversion closing
Other Required Reserve 1 Deposit	0	0	0	
Other Required Reserve 2 Deposit	0	0	0	
Required Reserve Deposits, Commercial	0	0	0	Links from 'Commercial Op. Budget' Worksheet
Sub-total Reserves/Ground Lease Base Rent/Bond Fees	22,500	0	22,500	PUPA: 500

TOTAL OPERATING EXPENSES (w/ Reserves/GL Base Rent/ Bond Fees)	825,437	0	825,437	PUPA: 18,343
NET OPERATING INCOME (INCOME minus OP EXPENSES)	29,670	0	29,670	PUPA: 659

DEBT SERVICE/MUST PAY PAYMENTS (hard debt/amortized loans)				
Hard Debt - First Lender	0	0	0	Provide additional comments here, if needed.
Hard Debt - Second Lender (HCD Program 0.42% pymt, or other 2nd Lender)	0	0	0	Provide additional comments here, if needed.
Hard Debt - Third Lender (Other HCD Program, or other 3rd Lender)	0	0	0	Provide additional comments here, if needed.
Hard Debt - Fourth Lender	0	0	0	Provide additional comments here, if needed.
Commercial Hard Debt Service	0	0	0	Links from 'Commercial Op. Budget' Worksheet
TOTAL HARD DEBT SERVICE	0	0	0	PUPA: 0

CASH FLOW (NOI minus DEBT SERVICE)	29,670	0	29,670	
Commercial Only Cash Flow	0	0	0	
Allocation of Commercial Surplus to LOSP/non-LOSP (residual income)	0	0	0	
AVAILABLE CASH FLOW	29,670	0	29,670	Allocation of Commercial Surplus to LOSP/non-

USES OF CASH FLOW BELOW (This row also shows DSCR.)				
USES THAT PRECEDE MOHCD DEBT SERVICE IN WATERFALL				
"Below-the-line" Asset Mgt fee (uncommon in new projects, see policy)	0	0	0	
Partnership Management Fee (see policy for limits)	22,670	0	22,670	
Investor Service Fee (aka "LP Asset Mgt Fee") (see policy for limits)	7,000	0	7,000	
Other Payments	0	0	0	Other Payments
Non-amortizing Loan Pmnt - Lender 1 (select lender in comments field)	0	0	0	Provide additional comments here, if needed.
Non-amortizing Loan Pmnt - Lender 2 (select lender in comments field)	0	0	0	Provide additional comments here, if needed.
Deferred Developer Fee (Enter amt =<= Max Fee from cell I130)	0	0	0	#DIV/0!
TOTAL PAYMENTS PRECEDING MOHCD	29,670	0	29,670	PUPA: 659

RESIDUAL RECEIPTS (CASH FLOW minus PAYMENTS PRECEDING MOHCD)	0	0	0	
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Residual Receipts Calculation
 Does Project have a MOHCD Residual Receipt Obligation? **Yes** Project has MOHCD ground lease? **No**
 Will Project Defer Developer Fee? **No**
 Max Deferred Developer Fee/Borrower % of Residual Receipts in Yr 1: **33%**
 % of Residual Receipts available for distribution to soft debt lenders in: **67%**
 Sum of DD F from LOSP and non-LOSP: **Ratio of Sum of DDF and calculated 50%:**

Soft Debt Lenders with Residual Receipts Obligations	(Select lender name/program from drop down)	Total Principal Amt	Distrib. of Soft Debt Loans
MOHCD/OCII - Soft Debt Loans	All MOHCD/OCII Loans payable from res. recs.		100.00%
MOHCD/OCII - Ground Lease Value	Ground Lease		0.00%
HCD (soft debt loan) - Lender 3			0.00%
Other Soft Debt Lender - Lender 4			0.00%
Other Soft Debt Lender - Lender 5			0.00%

MOHCD RESIDUAL RECEIPTS DEBT SERVICE				
MOHCD Residual Receipts Amount Due	0	0	0	67% of residual receipts, multiplied by 100% -- MOHCD's pro rata share of all soft debt
Proposed MOHCD Residual Receipts Amount to Loan Repayment	0	0	0	Enter/override amount of residual receipts proposed for loan repayment.
Proposed MOHCD Residual Receipts Amount to Residual Ground Lease	0	0	0	If applicable, MOHCD residual receipts amt due LESS amt proposed for loan repaymt.

REMAINING BALANCE AFTER MOHCD RESIDUAL RECEIPTS DEBT SERVICE				
NON-MOHCD RESIDUAL RECEIPTS DEBT SERVICE				
HCD Residual Receipts Amount Due	0	0	0	
Lender 4 Residual Receipts Due	0	0	0	
Lender 5 Residual Receipts Due	0	0	0	
Total Non-MOHCD Residual Receipts Debt Service	0	0	0	

REMAINDER (Should be zero unless there are distributions below)				
Owner Distributions/Incentive Management Fee	0	0	0	
Other Distributions/Uses	0	0	0	
Final Balance (should be zero)	0	0	0	

Application Date: 5/1/2021
 Total # Units: 45
 First Year of Operations (provide data assuming that Year 1 is a full year, i.e. 12 months of operations): 2021

INCOME			
Residential - Tenant Rents		non-LOSP	Approved By (reqd)
Residential - Tenant Assistance Payments (Non-LOSP)	non-LOSP		
Residential - LOSP Tenant Assistance Payments			
Commercial Space			
Residential Parking			
Miscellaneous Rent Income	LOSP	non-LOSP	Approved By (reqd)
Supportive Services Income			
Interest Income - Project Operations			
Laundry and Vending	LOSP	non-LOSP	(only acceptable if LOSP-specific expenses are being tracked at entry level in the project's accounting system)
Tenant Charges			
Miscellaneous Residential Income			
Other Commercial Income	LOSP	non-LOSP	Approved By (reqd)
Withdrawal from Capitalized Reserve (deposit to operating account)	to operating account		

Gross Potential Income

Vacancy Loss - Residential - Tenant Rents
Vacancy Loss - Residential - Tenant Assistance Payments
Vacancy Loss - Commercial

EFFECTIVE GROSS INCOME

OPERATING EXPENSES

Management			
Management Fee	LOSP	non-LOSP	Approved By (reqd)
Asset Management Fee			

Sub-total Management Expenses

Salaries/Benefits			
Office Salaries	LOSP	non-LOSP	Approved By (reqd)
Manager's Salary			
Health Insurance and Other Benefits			
Other Salaries/Benefits			
Administrative Rent-Free Unit			

Sub-total Salaries/Benefits

Administration

Advertising and Marketing			
Office Expenses			
Office Rent	LOSP	non-LOSP	(only acceptable if LOSP-specific expenses are being tracked at entry level in the project's accounting system)
Legal Expense - Property	100.00%	0.00%	
Audit Expense			
Bookkeeping/Accounting Services	LOSP	non-LOSP	(only acceptable if LOSP-specific expenses are being tracked at entry level in the project's accounting system)
Bad Debts			
Miscellaneous			

Sub-total Administration Expenses

Utilities			
Electricity	LOSP	non-LOSP	(only acceptable if LOSP-specific expenses are being tracked at entry level in the project's accounting system)
Water	100.00%	0.00%	
Gas			
Sewer			

Sub-total Utilities

Taxes and Licenses			
Real Estate Taxes	LOSP	non-LOSP	Approved By (reqd)
Payroll Taxes			
Miscellaneous Taxes, Licenses and Permits			

Sub-total Taxes and Licenses

Insurance

Property and Liability Insurance			
Fidelity Bond Insurance	LOSP	non-LOSP	Approved By (reqd)
Worker's Compensation			
Director's & Officers' Liability Insurance			

Sub-total Insurance

Maintenance & Repair

Payroll	LOSP	non-LOSP	(only acceptable if LOSP-specific expenses are being tracked at entry level in the project's accounting system)
Supplies	100.00%	0.00%	
Contracts			
Garbage and Trash Removal	LOSP	non-LOSP	Approved By (reqd)
Security Payroll/Contract			
HVAC Repairs and Maintenance			
Vehicle and Maintenance Equipment Operation and Repairs			
Miscellaneous Operating and Maintenance Expenses			

Sub-total Maintenance & Repair Expenses

Supportive Services	LOSP	non-LOSP	Approved By (reqd)
Commercial Expenses			

TOTAL OPERATING EXPENSES

Reserves/Ground Lease Base Rent/Bond Fees

Ground Lease Base Rent			
Bond Monitoring Fee	LOSP	non-LOSP	Approved By (reqd)
Replacement Reserve Deposit			
Operating Reserve Deposit			
Other Required Reserve 1 Deposit			
Other Required Reserve 2 Deposit			
Required Reserve Deposits, Commercial			

Sub-total Reserves/Ground Lease Base Rent/Bond Fees

TOTAL OPERATING EXPENSES (w/ Reserves/GL Base Rent/ Bond Fees)

NET OPERATING INCOME (INCOME minus OP EXPENSES)

DEBT SERVICE/MUST PAY PAYMENTS (hard debt/amortized loans)			
Hard Debt - First Lender	LOSP	non-LOSP	Approved By (reqd)
Hard Debt - Second Lender (HCD Program 0.42% pymt, or other 2nd Lender)	0.00%	100.00%	
Hard Debt - Third Lender (Other HCD Program, or other 3rd Lender)	2% pymt, or other 2nd Lender		
Hard Debt - Fourth Lender			
Commercial Hard Debt Service			

TOTAL HARD DEBT SERVICE

CASH FLOW (NOI minus DEBT SERVICE)

Commercial Only Cash Flow			
Allocation of Commercial Surplus to LOPS/non-LOSP (residual income)	non-LOSP (residual income)		

AVAILABLE CASH FLOW

USES OF CASH FLOW BELOW (This row also shows DSCR.)

USES THAT PRECEDE MOHCD DEBT SERVICE IN WATERFALL

"Below-the-line" Asset Mgt fee (uncommon in new projects, see policy)			
Partnership Management Fee (see policy for limits)			
Investor Service Fee (aka "LP Asset Mgt Fee") (see policy for limits)	LOSP	non-LOSP	Approved By (reqd)
Other Payments	100.00%	0.00%	
Non-amortizing Loan Pmt1 - Lender 1 (select lender in comments field)	lender in comments field		
Non-amortizing Loan Pmt1 - Lender 2 (select lender in comments field)			
Deferred Developer Fee (Enter amt <= Max Fee from cell I130)	0.00%	100.00%	

TOTAL PAYMENTS PRECEDING MOHCD

RESIDUAL RECEIPTS (CASH FLOW minus PAYMENTS PRECEDING MOHCD)

Residual Receipts Calculation

Does Project have a MOHCD Residual Receipt Obligation?

Will Project Defer Developer Fee?

Max Deferred Developer Fee/Borrower % of Residual Receipts in Yr 1: 0

% of Residual Receipts available for distribution to soft debt lenders in #VALUE!

Soft Debt Lenders with Residual Receipts Obligations

MOHCD/OCII - Soft Debt Loans
MOHCD/OCII - Ground Lease Value
HCD (soft debt loan) - Lender 3
Other Soft Debt Lender - Lender 4
Other Soft Debt Lender - Lender 5

MOHCD RESIDUAL RECEIPTS DEBT SERVICE

MOHCD Residual Receipts Amount Due
Proposed MOHCD Residual Receipts Amount to Loan Repayment
Proposed MOHCD Residual Receipts Amount to Residual Ground Lease

REMAINING BALANCE AFTER MOHCD RESIDUAL RECEIPTS DEBT SERVICE

NON-MOHCD RESIDUAL RECEIPTS DEBT SERVICE

HCD Residual Receipts Amount Due
Lender 4 Residual Receipts Due
Lender 5 Residual Receipts Due
Total Non-MOHCD Residual Receipts Debt Service

REMAINDER (Should be zero unless there are distributions below)

Owner Distributions/Incentive Management Fee
Other Distributions/Uses
Final Balance (should be zero)

Attachment C: 20-year Operating Proforma

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TCAC Income Limits In Use!

Total # Units:	LOSP Units		Non-LOSP Units		Year 1 2021			Year 2 2022			Year 3 2023		
	45	45	0	0.00%	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total
INCOME	% annual inc	% annual inc	Comments (related to annual inc assumptions)										
Residential - Tenant Rents	1.0%	2.5%			132,000	-	132,000	133,320	-	133,320	134,653	-	134,653
Residential - Tenant Assistance Payments (Non-LOSP)	n/a	n/a			-	-	-	-	-	-	-	-	-
Residential - LOSP Tenant Assistance Payments	n/a	n/a			725,807	-	725,807	753,239	-	753,239	781,660	-	781,660
Commercial Space	n/a	2.5%			-	-	-	-	-	-	-	-	-
Residential Parking	2.5%	2.5%			-	-	-	-	-	-	-	-	-
Miscellaneous Rent Income	2.5%	2.5%			1,200	-	1,200	1,230	-	1,230	1,261	-	1,261
Supportive Services Income	2.5%	2.5%			-	-	-	-	-	-	-	-	-
Interest Income - Project Operations	2.5%	2.5%			-	-	-	-	-	-	-	-	-
Laundry and Vending	2.5%	2.5%			2,700	-	2,700	2,767	-	2,767	2,837	-	2,837
Tenant Charges	2.5%	2.5%			-	-	-	-	-	-	-	-	-
Miscellaneous Residential Income	2.5%	2.5%			-	-	-	-	-	-	-	-	-
Other Commercial Income	n/a	2.5%			-	-	-	-	-	-	-	-	-
Withdrawal from Capitalized Reserve (deposit to operating account)	n/a	n/a			-	-	-	-	-	-	-	-	-
Gross Potential Income					861,707	-	861,707	890,556	-	890,556	920,410	-	920,410
Vacancy Loss - Residential - Tenant Rents	n/a	n/a			(6,600)	-	(6,600)	(6,666)	-	(6,666)	(6,733)	-	(6,733)
Vacancy Loss - Residential - Tenant Assistance Payments	n/a	n/a			-	-	-	-	-	-	-	-	-
Vacancy Loss - Commercial	n/a	n/a			-	-	-	-	-	-	-	-	-
EFFECTIVE GROSS INCOME					855,107	-	855,107	883,890	-	883,890	913,678	-	913,678
OPERATING EXPENSES													
Management													
Management Fee	3.5%	3.5%			35,640	-	35,640	36,887	-	36,887	38,178	-	38,178
Asset Management Fee	3.5%	3.5%			22,670	-	22,670	23,463	-	23,463	24,285	-	24,285
Sub-total Management Expenses					58,310	-	58,310	60,351	-	60,351	62,463	-	62,463
Salaries/Benefits													
Office Salaries	3.5%	3.5%			70,900	-	70,900	73,382	-	73,382	75,950	-	75,950
Manager's Salary	3.5%	3.5%			39,480	-	39,480	40,862	-	40,862	42,292	-	42,292
Health Insurance and Other Benefits	3.5%	3.5%			112,776	-	112,776	116,723	-	116,723	120,808	-	120,808
Other Salaries/Benefits	3.5%	3.5%			123,760	-	123,760	128,092	-	128,092	132,575	-	132,575
Administrative Rent-Free Unit	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Sub-total Salaries/Benefits					346,916	-	346,916	359,058	-	359,058	371,625	-	371,625
Administration													
Advertising and Marketing	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Office Expenses	3.5%	3.5%			20,869	-	20,869	21,599	-	21,599	22,355	-	22,355
Office Rent	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Legal Expense - Property	3.5%	3.5%			5,000	-	5,000	5,175	-	5,175	5,356	-	5,356
Audit Expense	3.5%	3.5%			10,000	-	10,000	10,350	-	10,350	10,712	-	10,712
Bookkeeping/Accounting Services	3.5%	3.5%			14,625	-	14,625	15,137	-	15,137	15,667	-	15,667
Bad Debts	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Miscellaneous	3.5%	3.5%			10,055	-	10,055	10,407	-	10,407	10,771	-	10,771
Sub-total Administration Expenses					60,549	-	60,549	62,668	-	62,668	64,862	-	64,862
Utilities													
Electricity	3.5%	3.5%			20,000	-	20,000	20,700	-	20,700	21,425	-	21,425
Water	3.5%	3.5%			18,630	-	18,630	19,282	-	19,282	19,957	-	19,957
Gas	3.5%	3.5%			18,799	-	18,799	19,457	-	19,457	20,138	-	20,138
Sewer	3.5%	3.5%			25,000	-	25,000	25,875	-	25,875	26,781	-	26,781
Sub-total Utilities					82,429	-	82,429	85,314	-	85,314	88,300	-	88,300
Taxes and Licenses													
Real Estate Taxes	3.5%	3.5%			1,600	-	1,600	1,656	-	1,656	1,714	-	1,714
Payroll Taxes	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Miscellaneous Taxes, Licenses and Permits	3.5%	3.5%			800	-	800	828	-	828	857	-	857
Sub-total Taxes and Licenses					2,400	-	2,400	2,484	-	2,484	2,571	-	2,571
Insurance													
Property and Liability Insurance	3.5%	3.5%			47,632	-	47,632	49,299	-	49,299	51,025	-	51,025
Fidelity Bond Insurance	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Worker's Compensation	3.5%	3.5%			21,566	-	21,566	22,321	-	22,321	23,102	-	23,102
Director's & Officers' Liability Insurance	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Sub-total Insurance					69,198	-	69,198	71,620	-	71,620	74,127	-	74,127
Maintenance & Repair													
Payroll	3.5%	3.5%			84,640	-	84,640	87,602	-	87,602	90,668	-	90,668
Supplies	3.5%	3.5%			4,360	-	4,360	4,513	-	4,513	4,671	-	4,671
Contracts	3.5%	3.5%			68,585	-	68,585	70,985	-	70,985	73,470	-	73,470
Garbage and Trash Removal	3.5%	3.5%			21,150	-	21,150	21,890	-	21,890	22,656	-	22,656
Security Payroll/Contract	3.5%	3.5%			-	-	-	-	-	-	-	-	-
HVAC Repairs and Maintenance	3.5%	3.5%			4,400	-	4,400	4,554	-	4,554	4,713	-	4,713
Vehicle and Maintenance Equipment Operation and Repairs	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Miscellaneous Operating and Maintenance Expenses	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Sub-total Maintenance & Repair Expenses					183,135	-	183,135	189,545	-	189,545	196,179	-	196,179
Supportive Services	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Commercial Expenses					-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES					802,937	-	802,937	831,040	-	831,040	860,127	-	860,127
Reserves/Ground Lease Base Rent/Bond Fees													
Ground Lease Base Rent					-	-	-	-	-	-	-	-	-
Bond Monitoring Fee					-	-	-	-	-	-	-	-	-
Replacement Reserve Deposit					22,500	-	22,500	22,500	-	22,500	22,500	-	22,500
Operating Reserve Deposit					-	-	-	-	-	-	-	-	-
Other Required Reserve 1 Deposit					-	-	-	-	-	-	-	-	-
Other Required Reserve 2 Deposit					-	-	-	-	-	-	-	-	-
Required Reserve Deposit/s, Commercial					-	-	-	-	-	-	-	-	-
Sub-total Reserves/Ground Lease Base Rent/Bond Fees					22,500	-	22,500	22,500	-	22,500	22,500	-	22,500
TOTAL OPERATING EXPENSES (w/ Reserves/GL Base Rent/ Bond Fees)					825,437	-	825,437	853,540	-	853,540	882,627	-	882,627
NET OPERATING INCOME (INCOME minus OP EXPENSES)													
					29,670	-	29,670	30,350	-	30,350	31,051	-	31,051
DEBT SERVICE/MUST PAY PAYMENTS ("hard debt"/amortized loans)													
Hard Debt - First Lender					-	-	-	-	-	-	-	-	-
Hard Debt - Second Lender (HCD Program 0.42% pymt, or other 2nd Lender)					-	-	-	-	-	-	-	-	-
Hard Debt - Third Lender (Other HCD Program, or other 3rd Lender)					-	-	-	-	-	-	-	-	-
Hard Debt - Fourth Lender					-	-	-	-	-	-	-	-	-
Commercial Hard Debt Service					-	-	-	-	-	-	-	-	-
TOTAL HARD DEBT SERVICE					-	-	-	-	-	-	-	-	-
CASH FLOW (NOI minus DEBT SERVICE)													
Commercial Only Cash Flow					29,670	-	29,670	30,350	-	30,350	31,051	-	31,051
Allocation of Commercial Surplus to LOPS/non-LOSP (residual income)					-	-	-	-	-	-	-	-	-
AVAILABLE CASH FLOW					29,670	-	29,670	30,350	-	30,350	31,051	-	31,051
USES OF CASH FLOW BELOW (This row also shows DSCR.)													
USES THAT PRECEDE MOHCD DEBT SERVICE IN WATERFALL													
"Below-the-line" Asset Mgt fee (uncommon in new projects, see policy)	3.5%	3.5%			-	-	-	-	-	-	-	-	-
Partnership Management Fee (see policy for limits)	3.5%	3.5%			22,670	-	22,670	23,350	-	23,350	24,051	-	24,051
Investor Service Fee (aka "LP Asset Mgt Fee") (see policy for limits)					7,000	-	7,000	7,000	-	7,000	7,000	-	7,000
Other Payments					-	-	-	-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 1					-	-	-	-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 2					-	-	-	-	-	-	-	-	-
Deferred Developer Fee (Enter amt <= Max Fee from row 131)					-	-	-	-	-	-	-	-	-
TOTAL PAYMENTS PRECEDING MOHCD					29,670	-	29,670	30,350	-	30,350	31,051	-	31,051
RESIDUAL RECEIPTS (CASH FLOW minus PAYMENTS PRECEDING MOHCD)													
Does Project have a MOHCD Residual Receipt Obligation?					Yes								
Will Project Defer Developer Fee?					No								
Residual Receipts split for all years. - Lender/Owner					67% / 33%								
MOHCD RESIDUAL RECEIPTS DEBT SERVICE													
MOHCD Residual Receipts Amount Due					100.00%								
Proposed MOHCD Residual Receipts Amount to Loan Repayment													

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Total # Units:	LOSP Units		Non-LOSP Units		Year 4 2024			Year 5 2025			Year 6 2026			
	45	45	0	0	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	
	100.00%	100.00%	0.00%	0.00%										
INCOME	% annual inc	% annual inc	Comments (related to annual inc assumptions)			LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total
Residential - Tenant Rents	1.0%	2.5%				136,000	-	136,000	137,360	-	137,360	138,733	-	138,733
Residential - Tenant Assistance Payments (Non-LOSP)	n/a	n/a				-	-	-	-	-	-	-	-	-
Residential - LOSP Tenant Assistance Payments	n/a	n/a				811,104	-	811,104	841,608	-	841,608	873,210	-	873,210
Commercial Space	n/a	2.5%				-	-	-	-	-	-	-	-	-
Residential Parking	2.5%	2.5%				-	-	-	-	-	-	-	-	-
Miscellaneous Rent Income	2.5%	2.5%				1,292	-	1,292	1,325	-	1,325	1,358	-	1,358
Supportive Services Income	2.5%	2.5%				-	-	-	-	-	-	-	-	-
Interest Income - Project Operations	2.5%	2.5%				-	-	-	-	-	-	-	-	-
Laundry and Vending	2.5%	2.5%				2,907	-	2,907	2,980	-	2,980	3,055	-	3,055
Tenant Charges	2.5%	2.5%				-	-	-	-	-	-	-	-	-
Miscellaneous Residential Income	2.5%	2.5%				-	-	-	-	-	-	-	-	-
Other Commercial Income	n/a	2.5%				-	-	-	-	-	-	-	-	-
Withdrawal from Capitalized Reserve (deposit to operating account)	n/a	n/a				-	-	-	-	-	-	-	-	-
Gross Potential Income						951,303	-	951,303	983,272	-	983,272	1,016,355	-	1,016,355
Vacancy Loss - Residential - Tenant Rents	n/a	n/a				(6,800)	-	(6,800)	(6,868)	-	(6,868)	(6,937)	-	(6,937)
Vacancy Loss - Residential - Tenant Assistance Payments	n/a	n/a				-	-	-	-	-	-	-	-	-
Vacancy Loss - Commercial	n/a	n/a				-	-	-	-	-	-	-	-	-
EFFECTIVE GROSS INCOME						944,503	-	944,503	976,404	-	976,404	1,009,419	-	1,009,419
OPERATING EXPENSES														
Management														
Management Fee	3.5%	3.5%				39,515	-	39,515	40,898	-	40,898	42,329	-	42,329
Asset Management Fee	3.5%	3.5%				25,135	-	25,135	26,014	-	26,014	26,925	-	26,925
Sub-total Management Expenses						64,649	-	64,649	66,912	-	66,912	69,254	-	69,254
Salaries/Benefits														
Office Salaries	3.5%	3.5%				78,608	-	78,608	81,359	-	81,359	84,207	-	84,207
Manager's Salary	3.5%	3.5%				43,772	-	43,772	45,304	-	45,304	46,890	-	46,890
Health Insurance and Other Benefits	3.5%	3.5%				125,037	-	125,037	129,413	-	129,413	133,943	-	133,943
Other Salaries/Benefits	3.5%	3.5%				137,215	-	137,215	142,017	-	142,017	146,988	-	146,988
Administrative Rent-Free Unit	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Sub-total Salaries/Benefits						384,632	-	384,632	398,094	-	398,094	412,027	-	412,027
Administration														
Advertising and Marketing	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Office Expenses	3.5%	3.5%				23,138	-	23,138	23,948	-	23,948	24,786	-	24,786
Office Rent	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Legal Expense - Property	3.5%	3.5%				5,544	-	5,544	5,738	-	5,738	5,938	-	5,938
Audit Expense	3.5%	3.5%				11,087	-	11,087	11,475	-	11,475	11,877	-	11,877
Bookkeeping/Accounting Services	3.5%	3.5%				16,215	-	16,215	16,783	-	16,783	17,370	-	17,370
Bad Debts	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Miscellaneous	3.5%	3.5%				11,148	-	11,148	11,538	-	11,538	11,942	-	11,942
Sub-total Administration Expenses						67,132	-	67,132	69,481	-	69,481	71,913	-	71,913
Utilities														
Electricity	3.5%	3.5%				22,174	-	22,174	22,950	-	22,950	23,754	-	23,754
Water	3.5%	3.5%				20,655	-	20,655	21,378	-	21,378	22,127	-	22,127
Gas	3.5%	3.5%				20,843	-	20,843	21,572	-	21,572	22,327	-	22,327
Sewer	3.5%	3.5%				27,718	-	27,718	28,688	-	28,688	29,692	-	29,692
Sub-total Utilities						91,391	-	91,391	94,589	-	94,589	97,900	-	97,900
Taxes and Licenses														
Real Estate Taxes	3.5%	3.5%				1,774	-	1,774	1,836	-	1,836	1,900	-	1,900
Payroll Taxes	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Miscellaneous Taxes, Licenses and Permits	3.5%	3.5%				887	-	887	918	-	918	950	-	950
Sub-total Taxes and Licenses						2,661	-	2,661	2,754	-	2,754	2,850	-	2,850
Insurance														
Property and Liability Insurance	3.5%	3.5%				52,810	-	52,810	54,659	-	54,659	56,572	-	56,572
Fidelity Bond Insurance	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Worker's Compensation	3.5%	3.5%				23,911	-	23,911	24,748	-	24,748	25,614	-	25,614
Director's & Officers' Liability Insurance	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Sub-total Insurance						76,721	-	76,721	79,407	-	79,407	82,186	-	82,186
Maintenance & Repair														
Payroll	3.5%	3.5%				93,842	-	93,842	97,126	-	97,126	100,526	-	100,526
Supplies	3.5%	3.5%				4,834	-	4,834	5,003	-	5,003	5,178	-	5,178
Contracts	3.5%	3.5%				76,041	-	76,041	78,703	-	78,703	81,457	-	81,457
Garbage and Trash Removal	3.5%	3.5%				23,449	-	23,449	24,270	-	24,270	25,120	-	25,120
Security Payroll/Contract	3.5%	3.5%				-	-	-	-	-	-	-	-	-
HVAC Repairs and Maintenance	3.5%	3.5%				4,878	-	4,878	5,049	-	5,049	5,226	-	5,226
Vehicle and Maintenance Equipment Operation and Repairs	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Miscellaneous Operating and Maintenance Expenses	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Sub-total Maintenance & Repair Expenses						203,045	-	203,045	210,152	-	210,152	217,507	-	217,507
Supportive Services	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Commercial Expenses						-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES						890,231	-	890,231	921,389	-	921,389	953,638	-	953,638
Reserves/Ground Lease Base Rent/Bond Fees														
Ground Lease Base Rent						-	-	-	-	-	-	-	-	-
Bond Monitoring Fee						-	-	-	-	-	-	-	-	-
Replacement Reserve Deposit						22,500	-	22,500	22,500	-	22,500	22,500	-	22,500
Operating Reserve Deposit						-	-	-	-	-	-	-	-	-
Other Required Reserve 1 Deposit						-	-	-	-	-	-	-	-	-
Other Required Reserve 2 Deposit						-	-	-	-	-	-	-	-	-
Required Reserve Deposits/Commercial						-	-	-	-	-	-	-	-	-
Sub-total Reserves/Ground Lease Base Rent/Bond Fees						22,500	-	22,500	22,500	-	22,500	22,500	-	22,500
TOTAL OPERATING EXPENSES (w/ Reserves/GL Base Rent/ Bond Fees)						912,731	-	912,731	943,889	-	943,889	976,138	-	976,138
NET OPERATING INCOME (INCOME minus OP EXPENSES)						31,772	-	31,772	32,515	-	32,515	33,281	-	33,281
DEBT SERVICE/MUST PAY PAYMENTS ("hard debt"/amortized loans)														
Hard Debt - First Lender						-	-	-	-	-	-	-	-	-
Hard Debt - Second Lender (HCD Program 0.42% pymt, or other 2nd Lender)						-	-	-	-	-	-	-	-	-
Hard Debt - Third Lender (Other HCD Program, or other 3rd Lender)						-	-	-	-	-	-	-	-	-
Hard Debt - Fourth Lender						-	-	-	-	-	-	-	-	-
Commercial Hard Debt Service						-	-	-	-	-	-	-	-	-
TOTAL HARD DEBT SERVICE						-	-	-	-	-	-	-	-	-
CASH FLOW (NOI minus DEBT SERVICE)						31,772	-	31,772	32,515	-	32,515	33,281	-	33,281
Commercial Only Cash Flow						-	-	-	-	-	-	-	-	-
Allocation of Commercial Surplus to LOSP/non-LOSP (residual income)						-	-	-	-	-	-	-	-	-
AVAILABLE CASH FLOW						31,772	-	31,772	32,515	-	32,515	33,281	-	33,281
USES OF CASH FLOW BELOW (This row also shows DSCR.)														
USES THAT PRECEDE MOHCD DEBT SERVICE IN WATERFALL														
"Below-the-line" Asset Mgt fee (uncommon in new projects, see policy)	3.5%	3.5%				-	-	-	-	-	-	-	-	-
Partnership Management Fee (see policy for limits)	3.5%	3.5%				24,772	-	24,772	25,515	-	25,515	26,281	-	26,281
Investor Service Fee (aka "LP Asset Mgt Fee") (see policy for limits)						7,000	-	7,000	7,000	-	7,000	7,000	-	7,000
Other Payments						-	-	-	-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 1						-	-	-	-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 2														

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Total # Units:	LOSP Units		Non-LOSP Units		Year 7 2027			Year 8 2028			Year 9 2029			
	45	45	0	0	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	
% annual inc	100.00%	100.00%	0.00%	0.00%	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	
INCOME	% annual inc	% annual inc	Comments (related to annual inc assumptions)			LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total
Residential - Tenant Rents	1.0%	2.5%			140,121	-	140,121	141,522	-	141,522	142,937	-	142,937	
Residential - Tenant Assistance Payments (Non-LOSP)	n/a	n/a			-	-	-	-	-	-	-	-	-	
Residential - LOSP Tenant Assistance Payments	n/a	n/a			905,947	-	905,947	939,860	-	939,860	974,991	-	974,991	
Commercial Space	n/a	2.5%			-	-	-	-	-	-	-	-	-	
Residential Parking	2.5%	2.5%			-	-	-	-	-	-	-	-	-	
Miscellaneous Rent Income	2.5%	2.5%			1,392	-	1,392	1,426	-	1,426	1,462	-	1,462	
Supportive Services Income	2.5%	2.5%			-	-	-	-	-	-	-	-	-	
Interest Income - Project Operations	2.5%	2.5%			-	-	-	-	-	-	-	-	-	
Laundry and Vending	2.5%	2.5%			3,131	-	3,131	3,209	-	3,209	3,289	-	3,289	
Tenant Charges	2.5%	2.5%			-	-	-	-	-	-	-	-	-	
Miscellaneous Residential Income	2.5%	2.5%			-	-	-	-	-	-	-	-	-	
Other Commercial Income	n/a	2.5%			-	-	-	-	-	-	-	-	-	
Withdrawal from Capitalized Reserve (deposit to operating account)	n/a	n/a			-	-	-	-	-	-	-	-	-	
Gross Potential Income					1,050,590	-	1,050,590	1,086,018	-	1,086,018	1,122,680	-	1,122,680	
Vacancy Loss - Residential - Tenant Rents	n/a	n/a			(7,006)	-	(7,006)	(7,076)	-	(7,076)	(7,147)	-	(7,147)	
Vacancy Loss - Residential - Tenant Assistance Payments	n/a	n/a			-	-	-	-	-	-	-	-	-	
Vacancy Loss - Commercial	n/a	n/a			-	-	-	-	-	-	-	-	-	
EFFECTIVE GROSS INCOME					1,043,584	-	1,043,584	1,078,942	-	1,078,942	1,115,533	-	1,115,533	
OPERATING EXPENSES														
Management														
Management Fee	3.5%	3.5%			43,811	-	43,811	45,344	-	45,344	46,931	-	46,931	
Asset Management Fee	3.5%	3.5%			27,867	-	27,867	28,843	-	28,843	29,852	-	29,852	
Sub-total Management Expenses					71,678	-	71,678	74,187	-	74,187	76,783	-	76,783	
Salaries/Benefits														
Office Salaries	3.5%	3.5%			87,154	-	87,154	90,205	-	90,205	93,362	-	93,362	
Manager's Salary	3.5%	3.5%			48,531	-	48,531	50,230	-	50,230	51,988	-	51,988	
Health Insurance and Other Benefits	3.5%	3.5%			138,630	-	138,630	143,483	-	143,483	148,504	-	148,504	
Other Salaries/Benefits	3.5%	3.5%			152,133	-	152,133	157,457	-	157,457	162,968	-	162,968	
Administrative Rent-Free Unit	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Sub-total Salaries/Benefits					426,448	-	426,448	441,374	-	441,374	456,822	-	456,822	
Administration														
Advertising and Marketing	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Office Expenses	3.5%	3.5%			25,653	-	25,653	26,551	-	26,551	27,480	-	27,480	
Office Rent	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Legal Expense - Property	3.5%	3.5%			6,146	-	6,146	6,361	-	6,361	6,584	-	6,584	
Audit Expense	3.5%	3.5%			12,293	-	12,293	12,723	-	12,723	13,168	-	13,168	
Bookkeeping/Accounting Services	3.5%	3.5%			17,978	-	17,978	18,607	-	18,607	19,258	-	19,258	
Bad Debts	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Miscellaneous	3.5%	3.5%			12,360	-	12,360	12,793	-	12,793	13,241	-	13,241	
Sub-total Administration Expenses					74,430	-	74,430	77,035	-	77,035	79,731	-	79,731	
Utilities														
Electricity	3.5%	3.5%			24,585	-	24,585	25,446	-	25,446	26,336	-	26,336	
Water	3.5%	3.5%			22,901	-	22,901	23,703	-	23,703	24,532	-	24,532	
Gas	3.5%	3.5%			23,109	-	23,109	23,918	-	23,918	24,756	-	24,756	
Sewer	3.5%	3.5%			30,731	-	30,731	31,807	-	31,807	32,920	-	32,920	
Sub-total Utilities					101,326	-	101,326	104,873	-	104,873	108,543	-	108,543	
Taxes and Licenses														
Real Estate Taxes	3.5%	3.5%			1,967	-	1,967	2,036	-	2,036	2,107	-	2,107	
Payroll Taxes	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Miscellaneous Taxes, Licenses and Permits	3.5%	3.5%			983	-	983	1,018	-	1,018	1,053	-	1,053	
Sub-total Taxes and Licenses					2,950	-	2,950	3,053	-	3,053	3,160	-	3,160	
Insurance														
Property and Liability Insurance	3.5%	3.5%			58,552	-	58,552	60,601	-	60,601	62,722	-	62,722	
Fidelity Bond Insurance	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Worker's Compensation	3.5%	3.5%			26,510	-	26,510	27,438	-	27,438	28,399	-	28,399	
Director's & Officers' Liability Insurance	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Sub-total Insurance					85,062	-	85,062	88,040	-	88,040	91,121	-	91,121	
Maintenance & Repair														
Payroll	3.5%	3.5%			104,044	-	104,044	107,686	-	107,686	111,455	-	111,455	
Supplies	3.5%	3.5%			5,360	-	5,360	5,547	-	5,547	5,741	-	5,741	
Contracts	3.5%	3.5%			84,308	-	84,308	87,259	-	87,259	90,313	-	90,313	
Garbage and Trash Removal	3.5%	3.5%			25,999	-	25,999	26,909	-	26,909	27,851	-	27,851	
Security Payroll/Contract	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
HVAC Repairs and Maintenance	3.5%	3.5%			5,409	-	5,409	5,598	-	5,598	5,794	-	5,794	
Vehicle and Maintenance Equipment Operation and Repairs	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Miscellaneous Operating and Maintenance Expenses	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Sub-total Maintenance & Repair Expenses					225,120	-	225,120	232,999	-	232,999	241,154	-	241,154	
Supportive Services	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Commercial Expenses					-	-	-	-	-	-	-	-	-	
TOTAL OPERATING EXPENSES					987,015	-	987,015	1,021,561	-	1,021,561	1,057,315	-	1,057,315	
Reserves/Ground Lease Base Rent/Bond Fees														
Ground Lease Base Rent					-	-	-	-	-	-	-	-	-	
Bond Monitoring Fee					-	-	-	-	-	-	-	-	-	
Replacement Reserve Deposit					22,500	-	22,500	22,500	-	22,500	22,500	-	22,500	
Operating Reserve Deposit					-	-	-	-	-	-	-	-	-	
Other Required Reserve 1 Deposit					-	-	-	-	-	-	-	-	-	
Other Required Reserve 2 Deposit					-	-	-	-	-	-	-	-	-	
Required Reserve Deposits/Commercial					-	-	-	-	-	-	-	-	-	
Sub-total Reserves/Ground Lease Base Rent/Bond Fees					22,500	-	22,500	22,500	-	22,500	22,500	-	22,500	
TOTAL OPERATING EXPENSES (w/ Reserves/GL Base Rent/ Bond Fees)					1,009,515	-	1,009,515	1,044,061	-	1,044,061	1,079,815	-	1,079,815	
NET OPERATING INCOME (INCOME minus OP EXPENSES)														
					34,069	-	34,069	34,881	-	34,881	35,718	-	35,718	
DEBT SERVICE/MUST PAY PAYMENTS ("hard debt"/amortized loans)														
Hard Debt - First Lender					-	-	-	-	-	-	-	-	-	
Hard Debt - Second Lender (HCD Program 0.42% pymt, or other 2nd Lender)					-	-	-	-	-	-	-	-	-	
Hard Debt - Third Lender (Other HCD Program, or other 3rd Lender)					-	-	-	-	-	-	-	-	-	
Hard Debt - Fourth Lender					-	-	-	-	-	-	-	-	-	
Commercial Hard Debt Service					-	-	-	-	-	-	-	-	-	
TOTAL HARD DEBT SERVICE					-	-	-	-	-	-	-	-	-	
CASH FLOW (NOI minus DEBT SERVICE)														
					34,069	-	34,069	34,881	-	34,881	35,718	-	35,718	
Commercial Only Cash Flow					-	-	-	-	-	-	-	-	-	
Allocation of Commercial Surplus to LOSP/non-LOSP (residual income)					-	-	-	-	-	-	-	-	-	
AVAILABLE CASH FLOW					34,069	-	34,069	34,881	-	34,881	35,718	-	35,718	
USES OF CASH FLOW BELOW (This row also shows DSCR.)														
USES THAT PRECEDE MOHCD DEBT SERVICE IN WATERFALL														
"Below-the-line" Asset Mgt fee (uncommon in new projects, see policy)	3.5%	3.5%			-	-	-	-	-	-	-	-	-	
Partnership Management Fee (see policy for limits)	3.5%	3.5%			27,069	-	27,069	27,881	-	27,881	28,718	-	28,718	
Investor Service Fee (aka "LP Asset Mgt Fee") (see policy for limits)					7,000	-	7,000	7,000	-	7,000	7,000	-	7,000	
Other Payments					-	-	-	-	-	-	-	-	-	
Non-amortizing Loan Pmnt - Lender 1					-	-	-	-	-	-	-	-	-	
Non-amortizing Loan Pmnt - Lender 2					-	-	-	-	-	-	-	-	-	
Deferred Developer Fee (Enter amt <= Max Fee from row 131)					-	-	-	-	-	-	-	-	-	
TOTAL PAYMENTS PRECEDING MOHCD					34,069	-	34,069	34,881	-	34,881	35,718	-	35,718	
RESIDUAL RECEIPTS (CASH FLOW minus PAYMENTS PRECEDING MOHCD)														
					(0)	-	(0)	(0)	-	(0)	(0)	-	(0)	
Does Project have a MOHCD Residual Receipt Obl														

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	Total # Units:		Comments (related to annual inc assumptions)	Year 13 2033			Year 14 2034			Year 15 2035		
	LOSP Units	Non-LOSP Units		LOSP	non-LOSP	Total	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total
	45	0										
	100.00%	0.00%										
INCOME	% annual inc	% annual inc										
Residential - Tenant Rents	1.0%	2.5%		148,741	-	148,741	150,228	-	150,228	151,731	-	151,731
Residential - Tenant Assistance Payments (Non-LOSP)	n/a	n/a		-	-	-	-	-	-	-	-	-
Residential - LOSP Tenant Assistance Payments	n/a	n/a		1,128,567	-	1,128,567	1,170,458	-	1,170,458	1,213,846	-	1,213,846
Commercial Space	n/a	2.5%		-	-	-	-	-	-	-	-	-
Residential Parking	2.5%	2.5%		-	-	-	-	-	-	-	-	-
Miscellaneous Rent Income	2.5%	2.5%		1,614	-	1,614	1,654	-	1,654	1,696	-	1,696
Supportive Services Income	2.5%	2.5%		-	-	-	-	-	-	-	-	-
Interest Income - Project Operations	2.5%	2.5%		-	-	-	-	-	-	-	-	-
Laundry and Vending	2.5%	2.5%		3,631	-	3,631	3,722	-	3,722	3,815	-	3,815
Tenant Charges	2.5%	2.5%		-	-	-	-	-	-	-	-	-
Miscellaneous Residential Income	2.5%	2.5%		-	-	-	-	-	-	-	-	-
Other Commercial Income	n/a	2.5%		-	-	-	-	-	-	-	-	-
Withdrawal from Capitalized Reserve (deposit to operating account)	n/a	n/a	Link from Reserve Section below, as applicable	-	-	-	-	-	-	-	-	-
Gross Potential Income				1,282,552	-	1,282,552	1,326,062	-	1,326,062	1,371,087	-	1,371,087
Vacancy Loss - Residential - Tenant Rents	n/a	n/a	Enter formulas manually per relevant MOH policy; annual incrementing usually not appropriate	(7,437)	-	(7,437)	(7,511)	-	(7,511)	(7,587)	-	(7,587)
Vacancy Loss - Residential - Tenant Assistance Payments	n/a	n/a		-	-	-	-	-	-	-	-	-
Vacancy Loss - Commercial	n/a	n/a		-	-	-	-	-	-	-	-	-
EFFECTIVE GROSS INCOME				1,275,115	-	1,275,115	1,318,551	-	1,318,551	1,363,500	-	1,363,500
OPERATING EXPENSES												
Management												
Management Fee	3.5%	3.5%	1st Year to be set according to HUD schedule.	53,854	-	53,854	55,739	-	55,739	57,690	-	57,690
Asset Management Fee	3.5%	3.5%	per MOHCD policy	34,256	-	34,256	35,455	-	35,455	36,696	-	36,696
Sub-total Management Expenses				88,110	-	88,110	91,194	-	91,194	94,386	-	94,386
Salaries/Benefits												
Office Salaries	3.5%	3.5%		107,135	-	107,135	110,884	-	110,884	114,765	-	114,765
Manager's Salary	3.5%	3.5%		59,657	-	59,657	61,745	-	61,745	63,906	-	63,906
Health Insurance and Other Benefits	3.5%	3.5%		170,412	-	170,412	176,377	-	176,377	182,550	-	182,550
Other Salaries/Benefits	3.5%	3.5%		187,010	-	187,010	193,555	-	193,555	200,330	-	200,330
Administrative Rent-Free Unit	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Sub-total Salaries/Benefits				524,214	-	524,214	542,561	-	542,561	561,551	-	561,551
Administration												
Advertising and Marketing	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Office Expenses	3.5%	3.5%		31,534	-	31,534	32,638	-	32,638	33,781	-	33,781
Office Rent	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Legal Expense - Property	3.5%	3.5%		7,555	-	7,555	7,820	-	7,820	8,093	-	8,093
Audit Expense	3.5%	3.5%		15,111	-	15,111	15,640	-	15,640	16,187	-	16,187
Bookkeeping/Accounting Services	3.5%	3.5%		22,099	-	22,099	22,873	-	22,873	23,673	-	23,673
Bad Debts	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Miscellaneous	3.5%	3.5%		15,194	-	15,194	15,726	-	15,726	16,276	-	16,276
Sub-total Administration Expenses				91,494	-	91,494	94,696	-	94,696	98,010	-	98,010
Utilities												
Electricity	3.5%	3.5%		30,221	-	30,221	31,279	-	31,279	32,374	-	32,374
Water	3.5%	3.5%		28,151	-	28,151	29,137	-	29,137	30,156	-	30,156
Gas	3.5%	3.5%		28,407	-	28,407	29,401	-	29,401	30,430	-	30,430
Sewer	3.5%	3.5%		37,777	-	37,777	39,099	-	39,099	40,467	-	40,467
Sub-total Utilities				124,556	-	124,556	128,915	-	128,915	133,427	-	133,427
Taxes and Licenses												
Real Estate Taxes	3.5%	3.5%		2,418	-	2,418	2,502	-	2,502	2,590	-	2,590
Payroll Taxes	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Miscellaneous Taxes, Licenses and Permits	3.5%	3.5%		1,209	-	1,209	1,251	-	1,251	1,295	-	1,295
Sub-total Taxes and Licenses				3,627	-	3,627	3,753	-	3,753	3,885	-	3,885
Insurance												
Property and Liability Insurance	3.5%	3.5%		71,975	-	71,975	74,494	-	74,494	77,102	-	77,102
Fidelity Bond Insurance	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Workers Compensation	3.5%	3.5%		32,588	-	32,588	33,729	-	33,729	34,909	-	34,909
Director's & Officers' Liability Insurance	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Sub-total Insurance				104,563	-	104,563	108,223	-	108,223	112,011	-	112,011
Maintenance & Repair												
Payroll	3.5%	3.5%		127,897	-	127,897	132,373	-	132,373	137,006	-	137,006
Supplies	3.5%	3.5%		6,588	-	6,588	6,819	-	6,819	7,055	-	7,055
Contracts	3.5%	3.5%		103,637	-	103,637	107,264	-	107,264	111,018	-	111,018
Garbage and Trash Removal	3.5%	3.5%		31,959	-	31,959	33,078	-	33,078	34,235	-	34,235
Security Payroll/Contract	3.5%	3.5%		-	-	-	-	-	-	-	-	-
HVAC Repairs and Maintenance	3.5%	3.5%		6,649	-	6,649	6,881	-	6,881	7,122	-	7,122
Vehicle and Maintenance Equipment Operation and Repairs	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Miscellaneous Operating and Maintenance Expenses	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Sub-total Maintenance & Repair Expenses				276,730	-	276,730	286,415	-	286,415	296,440	-	296,440
Supportive Services	3.5%	3.5%		-	-	-	-	-	-	-	-	-
Commercial Expenses												
TOTAL OPERATING EXPENSES				1,213,293	-	1,213,293	1,255,759	-	1,255,759	1,299,710	-	1,299,710
Reserves/Ground Lease Base Rent/Bond Fees												
Ground Lease Base Rent				-	-	-	-	-	-	-	-	-
Bond Monitoring Fee				-	-	-	-	-	-	-	-	-
Replacement Reserve Deposit				22,500	-	22,500	22,500	-	22,500	22,500	-	22,500
Operating Reserve Deposit				-	-	-	-	-	-	-	-	-
Other Required Reserve 1 Deposit				-	-	-	-	-	-	-	-	-
Other Required Reserve 2 Deposit				-	-	-	-	-	-	-	-	-
Required Reserve Deposits/Commercial				-	-	-	-	-	-	-	-	-
Sub-total Reserves/Ground Lease Base Rent/Bond Fees				22,500	-	22,500	22,500	-	22,500	22,500	-	22,500
TOTAL OPERATING EXPENSES (w/ Reserves/GL Base Rent/ Bond Fees)				1,235,793	-	1,235,793	1,278,259	-	1,278,259	1,322,210	-	1,322,210
NET OPERATING INCOME (INCOME minus OP EXPENSES)				39,322	-	39,322	40,292	-	40,292	41,290	-	41,290
DEBT SERVICE/MUST PAY PAYMENTS ("hard debt"/amortized loans)												
Hard Debt - First Lender			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
Hard Debt - Second Lender (HCD Program 0.42% pymt, or other 2nd Lender)			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
Hard Debt - Third Lender (Other HCD Program, or other 3rd Lender)			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
Hard Debt - Fourth Lender			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
Commercial Hard Debt Service			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
TOTAL HARD DEBT SERVICE				-	-	-	-	-	-	-	-	-
CASH FLOW (NOI minus DEBT SERVICE)				39,322	-	39,322	40,292	-	40,292	41,290	-	41,290
Commercial Only Cash Flow				-	-	-	-	-	-	-	-	-
Allocation of Commercial Surplus to LOSP/non-LOSP (residual income)				-	-	-	-	-	-	-	-	-
AVAILABLE CASH FLOW				39,322	-	39,322	40,292	-	40,292	41,290	-	41,290
USES OF CASH FLOW BELOW (This row also shows DSCR.)												
USES THAT PRECEDE MOHCD DEBT SERVICE IN WATERFALL												
"Below-the-line" Asset Mgt fee (uncommon in new projects, see policy)	3.5%	3.5%	per MOHCD policy	-	-	-	-	-	-	-	-	-
Partnership Management Fee (see policy for limits)	3.5%	3.5%	per MOHCD policy	32,322	-	32,322	33,292	-	33,292	34,290	-	34,290
Investor Service Fee (aka "LP Asset Mgt Fee") (see policy for limits)			per MOHCD policy no annual increase	7,000	-	7,000	7,000	-	7,000	7,000	-	7,000
Other Payments				-	-	-	-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 1			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 2			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
Deferred Developer Fee (Enter amt <= Max Fee from row 131)			Enter comments re: annual increase, etc.	-	-	-	-	-	-	-	-	-
TOTAL PAYMENTS PRECEDING MOHCD				39,322	-	39,322	40,292	-	40,292	41,290	-	41,290
RESIDUAL RECEIPTS (CASH FLOW minus PAYMENTS PRECEDING MOHCD)				(0)	-	(0)	-					

Casa de la Mision

Total # Units:	LOSP Units		Non-LOSP Units		Year 19 2039			Year 20 2040		
	45	45	0	0	LOSP	non-LOSP	Total	LOSP	non-LOSP	Total
% annual inc LOSP	100.00%	100.00%	0.00%	0.00%	Comments (related to annual inc assumptions)					
INCOME										
Residential - Tenant Rents	1.0%	2.5%			157,891	-	157,891	159,470	-	159,470
Residential - Tenant Assistance Payments (Non-LOSP)	n/a	n/a			-	-	-	-	-	-
Residential - LOSP Tenant Assistance Payments	n/a	n/a			1,357,868	-	1,357,868	1,408,417	-	1,408,417
Commercial Space	n/a	2.5%			-	-	-	-	-	-
Residential Parking	2.5%	2.5%			-	-	-	-	-	-
Miscellaneous Rent Income	2.5%	2.5%			1,872	-	1,872	1,918	-	1,918
Supportive Services Income	2.5%	2.5%			-	-	-	-	-	-
Interest Income - Project Operations	2.5%	2.5%			-	-	-	-	-	-
Laundry and Vending	2.5%	2.5%			4,211	-	4,211	4,316	-	4,316
Tenant Charges	2.5%	2.5%			-	-	-	-	-	-
Miscellaneous Residential Income	2.5%	2.5%			-	-	-	-	-	-
Other Commercial Income	n/a	2.5%			-	-	-	-	-	-
Withdrawal from Capitalized Reserve (deposit to operating account)	n/a	n/a			-	-	-	-	-	-
Gross Potential Income					1,521,842	-	1,521,842	1,574,122	-	1,574,122
Vacancy Loss - Residential - Tenant Rents	n/a	n/a			(7,895)	-	(7,895)	(7,974)	-	(7,974)
Vacancy Loss - Residential - Tenant Assistance Payments	n/a	n/a			-	-	-	-	-	-
Vacancy Loss - Commercial	n/a	n/a			-	-	-	-	-	-
EFFECTIVE GROSS INCOME					1,513,947	-	1,513,947	1,566,148	-	1,566,148
OPERATING EXPENSES										
Management										
Management Fee	3.5%	3.5%			66,201	-	66,201	68,518	-	68,518
Asset Management Fee	3.5%	3.5%			42,109	-	42,109	43,583	-	43,583
Sub-total Management Expenses					108,310	-	108,310	112,101	-	112,101
Salaries/Benefits										
Office Salaries	3.5%	3.5%			131,696	-	131,696	136,305	-	136,305
Manager's Salary	3.5%	3.5%			73,334	-	73,334	75,900	-	75,900
Health Insurance and Other Benefits	3.5%	3.5%			209,480	-	209,480	216,812	-	216,812
Other Salaries/Benefits	3.5%	3.5%			229,883	-	229,883	237,929	-	237,929
Administrative Rent-Free Unit	3.5%	3.5%			-	-	-	-	-	-
Sub-total Salaries/Benefits					644,393	-	644,393	666,946	-	666,946
Administration										
Advertising and Marketing	3.5%	3.5%			-	-	-	-	-	-
Office Expenses	3.5%	3.5%			38,764	-	38,764	40,121	-	40,121
Office Rent	3.5%	3.5%			-	-	-	-	-	-
Legal Expense - Property	3.5%	3.5%			9,287	-	9,287	9,613	-	9,613
Audit Expense	3.5%	3.5%			18,575	-	18,575	19,225	-	19,225
Bookkeeping/Accounting Services	3.5%	3.5%			27,166	-	27,166	28,117	-	28,117
Bad Debts	3.5%	3.5%			-	-	-	-	-	-
Miscellaneous	3.5%	3.5%			18,677	-	18,677	19,331	-	19,331
Sub-total Administration Expenses					112,469	-	112,469	116,406	-	116,406
Utilities										
Electricity	3.5%	3.5%			37,150	-	37,150	38,450	-	38,450
Water	3.5%	3.5%			34,605	-	34,605	35,816	-	35,816
Gas	3.5%	3.5%			34,919	-	34,919	36,141	-	36,141
Sewer	3.5%	3.5%			46,437	-	46,437	48,063	-	48,063
Sub-total Utilities					153,111	-	153,111	158,470	-	158,470
Taxes and Licenses										
Real Estate Taxes	3.5%	3.5%			2,972	-	2,972	3,076	-	3,076
Payroll Taxes	3.5%	3.5%			-	-	-	-	-	-
Miscellaneous Taxes, Licenses and Permits	3.5%	3.5%			1,486	-	1,486	1,538	-	1,538
Sub-total Taxes and Licenses					4,458	-	4,458	4,614	-	4,614
Insurance										
Property and Liability Insurance	3.5%	3.5%			88,476	-	88,476	91,573	-	91,573
Fidelity Bond Insurance	3.5%	3.5%			-	-	-	-	-	-
Worker's Compensation	3.5%	3.5%			40,059	-	40,059	41,461	-	41,461
Director's & Officers' Liability Insurance	3.5%	3.5%			-	-	-	-	-	-
Sub-total Insurance					128,535	-	128,535	133,034	-	133,034
Maintenance & Repair										
Payroll	3.5%	3.5%			157,218	-	157,218	162,721	-	162,721
Supplies	3.5%	3.5%			8,099	-	8,099	8,382	-	8,382
Contracts	3.5%	3.5%			127,396	-	127,396	131,855	-	131,855
Garbage and Trash Removal	3.5%	3.5%			39,286	-	39,286	40,661	-	40,661
Security Payroll/Contract	3.5%	3.5%			-	-	-	-	-	-
HVAC Repairs and Maintenance	3.5%	3.5%			8,173	-	8,173	8,459	-	8,459
Vehicle and Maintenance Equipment Operation and Repairs	3.5%	3.5%			-	-	-	-	-	-
Miscellaneous Operating and Maintenance Expenses	3.5%	3.5%			-	-	-	-	-	-
Sub-total Maintenance & Repair Expenses					340,171	-	340,171	352,077	-	352,077
Supportive Services	3.5%	3.5%			-	-	-	-	-	-
Commercial Expenses					-	-	-	-	-	-
TOTAL OPERATING EXPENSES					1,491,447	-	1,491,447	1,543,648	-	1,543,648
RESERVES/GROUND LEASE BASE RENT/BOND FEES										
PUPA (w/o Reserves/GL Base Rent/Bond Fees)										
Ground Lease Base Rent					-	-	-	-	-	-
Bond Monitoring Fee					-	-	-	-	-	-
Replacement Reserve Deposit					22,500	-	22,500	22,500	-	22,500
Operating Reserve Deposit					-	-	-	-	-	-
Other Required Reserve 1 Deposit					-	-	-	-	-	-
Other Required Reserve 2 Deposit					-	-	-	-	-	-
Required Reserve Deposits/Commercial					-	-	-	-	-	-
Sub-total Reserves/Ground Lease Base Rent/Bond Fees					22,500	-	22,500	22,500	-	22,500
TOTAL OPERATING EXPENSES (w/ Reserves/GL Base Rent/ Bond Fees)					1,513,947	-	1,513,947	1,566,148	-	1,566,148
NET OPERATING INCOME (INCOME minus OP EXPENSES)										
PUPA (w/ Reserves/GL Base Rent/Bond Fees)										
DEBT SERVICE/MUST PAY PAYMENTS ("hard debt"/amortized loans)										
Hard Debt - First Lender					-	-	-	-	-	-
Hard Debt - Second Lender (HCD Program 0.42% pymt, or other 2nd Lender)					-	-	-	-	-	-
Hard Debt - Third Lender (Other HCD Program, or other 3rd Lender)					-	-	-	-	-	-
Hard Debt - Fourth Lender					-	-	-	-	-	-
Commercial Hard Debt Service					-	-	-	-	-	-
TOTAL HARD DEBT SERVICE					-	-	-	-	-	-
CASH FLOW (NOI minus DEBT SERVICE)										
Commercial Only Cash Flow										
Allocation of Commercial Surplus to LOSP/non-LOSP (residual income)					-	-	-	-	-	-
AVAILABLE CASH FLOW					-	-	-	-	-	-
USES OF CASH FLOW BELOW (This row also shows DSCR)										
DSCR:										
"Below-the-line" Asset Mgt fee (uncommon in new projects, see policy)	3.5%	3.5%			-	-	-	-	-	-
Partnership Management Fee (see policy for limits)	3.5%	3.5%			-	-	-	-	-	-
Investor Service Fee (aka "LP Asset Mgt Fee") (see policy for limits)					-	-	-	-	-	-
Other Payments					-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 1					-	-	-	-	-	-
Non-amortizing Loan Pmnt - Lender 2					-	-	-	-	-	-
Deferred Developer Fee (Enter amt <= Max Fee from row 131)					-	-	-	-	-	-
TOTAL PAYMENTS PRECEDING MOHCD					-	-	-	-	-	-
RESIDUAL RECEIPTS (CASH FLOW minus PAYMENTS PRECEDING MOHCD)										
Does Project have a MOHCD Residual Receipt Obligation?										
Will Project Defer Developer Fee?										
Residual Receipts split for all years. - Lender/Owner										
Yes No										
67% / 33%										
MOHCD RESIDUAL RECEIPTS DEBT SERVICE										
MOHCD Residual Receipts Amount Due										
Proposed MOHCD Residual Receipts Amount to Loan Repayment										
Proposed MOHCD Residual Receipts Amount to Residual Ground Lease										
NON-MOHCD RESIDUAL RECEIPTS DEBT SERVICE										
HCD Residual Receipts Amount Due										
Lender 4 Residual Receipts Due										
Lender 5 Residual Receipts Due										
Total Non-MOHCD Residual Receipts Debt Service										
REMAINDER (Should be zero unless there are distributions below)										
Owner Distributions/Incentive Management Fee										
Other Distributions/Uses										
Final Balance (should be zero)										
REPLACEMENT RESERVE - RUNNING BALANCE										
Replacement Reserve Starting Balance										
Replacement Reserve Deposits										
Replacement Reserve Withdrawals (ideally tied to CNA)										
Replacement Reserve Interest										
RR Running Balance										
OPERATING RESERVE - RUNNING BALANCE										
Operating Reserve Starting Balance										
Operating Reserve Deposits										
Operating Reserve Withdrawals										
Operating Reserve Interest										
OR Running Balance										
OTHER REQUIRED RESERVE 1 - RUNNING BALANCE										
Other Reserve 1 Starting Balance										
Other Reserve 1 Deposits										
Other Reserve 1 Withdrawals										
Other Reserve 1 Interest										
Other Required Reserve 1 Running Balance										
OTHER RESERVE 2 - RUNNING BALANCE										
Other Reserve 2 Starting Balance										
Other Reserve 2 Deposits										
Other Reserve 2 Withdrawals										
Other Reserve 2 Interest										
Other Required Reserve 2 Running Balance										

Attachment D: LOSP Funding Schedule A

LOSP FUNDING SCHEDULE

Project Address:	Casa de la Mision
Project Start Date:	5/1/2021

Exhibit A

Calendar Year	Full Year Funding Amount	# Months to Fund	Total Disbursement for Calendar Year	Estimated Disbursement Date	FY Budgeted (for Disbursement)
CY-1 2021	\$725,807	8	\$483,872	4/1/2021	FY2020/21
CY-2 2022	\$753,239	12	\$753,239	1/1/2022	FY2021/22
CY-3 2023	\$781,660	12	\$781,660	1/1/2023	FY2022/23
CY-4 2024	\$811,104	12	\$811,104	1/1/2024	FY2023/24
CY-5 2025	\$841,608	12	\$841,608	1/1/2025	FY2024/25
CY-6 2026	\$873,210	12	\$873,210	1/1/2026	FY2025/26
CY-7 2027	\$905,947	12	\$905,947	1/1/2027	FY2026/27
CY-8 2028	\$939,860	12	\$939,860	1/1/2028	FY2027/28
CY-9 2029	\$974,991	12	\$974,991	1/1/2029	FY2028/29
CY-10 2030	\$1,011,382	12	\$1,011,382	1/1/2030	FY2029/30
CY-11 2031	\$1,049,078	12	\$1,049,078	1/1/2031	FY2030/31
CY-12 2032	\$1,088,123	12	\$1,088,123	1/1/2032	FY2031/32
CY-13 2033	\$1,128,567	12	\$1,128,567	1/1/2033	FY2032/33
CY-14 2034	\$1,170,458	12	\$1,170,458	1/1/2034	FY2033/34
CY-15 2035	\$1,213,846	12	\$1,213,846	1/1/2035	FY2034/35
CY-16 2036	\$1,216,466	12	\$1,216,466	1/1/2036	FY2035/36
Total Contract Amount:			\$15,243,409		