PROPOSED PROJECTS UNDER THE NPLH PROGRAM MUST DEMONSTRATE FINANCIAL FEASIBILITY FOR BOTH DEVELOPMENT AND OPERATIONS.

Item	County General Funds ("CGF") Guidelines	No Place Like Home ("NPLH") Guidelines (If NPLH column is blank, CGF Guidelines apply)	Notes
Accessibility	A minimum of 11% of the units in the project (by unit type) must be accessible to persons with mobility impairments. A minimum of 4% of the units in the project (by unit type) must be accessible to persons with sensory impairments.		CASp review required at various stages, as identified in the Affirmative Fair Housing and Accessibility Requirements. Units must be distributed throughout the project. Project shall adhere to the accessibility requirements that are most restrictive according to project funding sources. The LACDA's minimum number of mobility and sensory units is lower than CTCAC requirements, therefore, tax credit projects must adhere to the stricter standards.
Accounting / Audit Fees by Accountant – Operating	$7,500 to $12,000		Audits are required for all properties. Therefore, all operating budgets must include an audit cost line item. Line item includes both the annual audit and tax returns. Audit must be a single-asset audit. For mixed-use projects, the financials for non-residential uses (i.e. commercial, retail, etc.) must be separate from that of the residential uses.
Accounting / Audit Fees by Accountant – Capitalized (included in the Development Budget)	$15,000 to $25,000		Line item includes the cost certification, organization accounting and other accounting needs (i.e., interim financial and tax return preparation). Audit must be a single-asset audit. For mixed-use projects, the financials for non-residential uses (i.e. commercial, retail, etc.) must be separate from that of the residential uses.

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Acquisition	Acquisition costs included in the Development Budget shall not exceed Fair Market Value (FMV) of the land, as established by an "as-is" appraisal. Such an appraisal must establish the market value of the property using the condition existing as of the date of the Appraisal establishing the value. The appraisal must be dated within six (6) months of the date of the purchase contract (i.e. Purchase and Sale Agreement or Disposition and Development Agreement).		Note Regarding Acquisition Loans - Allowable Acquisition Loan Costs: • Interest and other loan costs (e.g., origination costs, etc.) are allowable as project costs as long as the lender is a commercial lender with a recognized loan program and standard documentation of the loan, acceptable to the LACDA, is provided. • If the lender is <u>not</u> a known commercial lender with a recognized loan program (including entities related to the project borrower) OR if standard documentation of the loan acceptable to the LACDA is not provided, the costs associated with the "loan" to the project borrower are <u>not</u> an allowable expense in the project budget (regardless of whether LACDA or another financier is reimbursing the interest expense).
Affordability	Homeless and Special Needs units must be at or below 30% AMI unless applicant provides justification (acceptable to the LACDA) for 35% AMI. Income targeting for units assisted by PBVASH Vouchers may be at or below 50% of AMI.	NPLH Units must be restricted to households earning at or below 30% of AMI. For NPLH units, at least one household member must qualify as a member of the NPLH Target Population (as defined in the NOFA). Occupancy, income, and rent limit requirements shall apply throughout the period of affordability. *If* a loss of operating subsidy event were to occur (owner not at fault), the NPLH Transition Reserve is required to be fully depleted prior to the implementation of an increase in the maximum allowable rent, as outlined in detail in the NPLH Regulatory Agreement.	Affordability Term: • Permanent Loans – 55-year term • Construction and Predevelopment Loans – 55-year term, following recordation of LACDA's Certificate of Completion Loan term: • 55-year term used for permanent loans. • 57-year term used for predevelopment and construction loans. HUD rent and income limits apply.

<table>
<tr><th>Item</th><th>County General Funds (“CGF”) Guidelines</th><th>No Place Like Home (“NPLH”) Guidelines (If NPLH column is blank, CGF Guidelines apply)</th><th>Notes</th></tr>
<tr><td>Appraisal</td><td>$15,000</td><td></td><td>$5,000 for acquisition
$10,000 for construction loan appraisal

The acquisition appraisal must be conducted prior to acquisition of the property.</td></tr>
<tr><td>Architect’s Fee</td><td>Architect’s Fees for design and construction supervision are allowable in the amounts set forth below:

<table><tr><td>Total Hard Costs</td><td>Maximum Fee</td></tr><tr><td>0 - $250K</td><td>10%</td></tr><tr><td>> $250K - $500K</td><td>9%</td></tr><tr><td>> $500K - $1M</td><td>8%</td></tr><tr><td>> $1M – $2.5M</td><td>7%</td></tr><tr><td>> $2.5M - $5M</td><td>6%</td></tr><tr><td>> $5M</td><td>5%</td></tr></table></td><td></td><td>This is intended as a guideline only.</td></tr>
<tr><td>Attorney - Developer</td><td>$50,000 - $100,000</td><td></td><td>Developer’s Bond attorney costs are included here. Cost varies depending on complexity of deal and Tax Opinion Letter requirements.

Developer’s attorney reviews acquisition, loan, tax credit investment / syndication and partnership documents, bond documents and other business issues.</td></tr>
<tr><td>Attorney - Syndication</td><td>$35,000 - $45,000</td><td></td><td>Syndication Attorney represents the tax credit investor. Should be included in gross equity number.</td></tr>
<tr><td>Attorney – Bank (Lender Legal Paid by Applicant)</td><td>$30,000 - $50,000</td><td></td><td></td></tr>
</table>

Item	County General Funds ("CGF") Guidelines	No Place Like Home ("NPLH") Guidelines (If NPLH column is blank, CGF Guidelines apply)	Notes
Attorney(s) - Bond deals	$40,000 - $60,000		This applies to total bond legal cost.
Bond deals cost of issuance	Min: $300,000 Max: 4-6% of bond amt.		Projects in unincorporated Los Angeles County must use the LACDA (on behalf of the County of Los Angeles) as the conduit bond issuer. If a project is located within an incorporated city that (a) is providing financing for the project, and (b) is a conduit issuer of mortgage revenue bonds, that city (or Housing Authority) may be the conduit issuer. If the project is located in an incorporated city that does not have authority to issue bonds, then the LACDA must be the conduit issuer. The LACDA is not part of any Joint Powers Authority related to bond issuance.
Bond Fees assessed by LACDA	<u>Application</u> - $17,500 (good faith deposit) <u>Issuer</u> - 25 basis points of the original bond amount (one time, paid at bond closing) <u>Annual</u> - Greater of either 12.5 basis points (0.125%) of the outstanding bond amount or $6,000 (annual fee paid until the end of the "qualified project period" or end of the term of restrictions contained in CDLAC resolution)		Although the presented guidelines are based on transactions where LACDA has acted as the conduit issuer, other issuers will assess comparable fees. Please note, these fees are subject to change without notice. Certain fees are estimated. A trustee is required on all LACDA issued Tax-Exempt Bond transactions. The first payment of the annual issuer fee is due at bong closing and the annual issue fee is due in advance.

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Cash Flow	Project must demonstrate a positive cash flow for 15 years. Projects with Operating Subsidy must demonstrate positive cash flow for 20 years. Projects with a Capitalized Operating Subsidy (COS) must demonstrate positive cash flow throughout the term of the subsidy		Income from residential portion cannot be used to support the negative cash flow of commercial portion, and vice versa.
Construction Manager Fee	$6,500 per month		The construction manager is assumed to be a consultant who is not part of GC's contract or staff. If the construction manager is part of developer's staff, then this cost is part of the Developer Fee and is not charged as a separate budget item.
Debt Coverage Ratio	Year 1: 1.15 to 1.20, unless a senior lender has a higher requirement. Remaining Years: 1.15 minimum DCR, unless a senior lender has a higher requirement.		Projects are required to maximize private debt. Subject to senior lender requirements, if the project maintains a DSCR 1.20 or more throughout operations, LACDA will require that the permanent debt be resized.

Developer Fee	For 9% CTCAC projects the maximum developer fee that may be paid from project sources and/or cash flow is $2,200,000. Restrictions: For 4% CTCAC/CDLAC projects / Bond Projects, the maximum developer fee that may be paid from project sources and/or cash flow is $2,500,000; a larger developer fee may be included in a project's eligible basis for tax credit purposes, but any fee in excess of $2,500,000 must be contributed as equity to the project or paid out of the Borrower's share of residual receipts. The maximum developer fee for projects, regardless of tax credit type, that are developed as multiple simultaneous phases or multiple phases over time will be subject to an overall limit on total allowable developer fee. For purposes of this limitation, "simultaneous" refers to projects consisting of a single building; projects on the same parcel or parcels within ¼ mile of each other that were split into more than one project for financing purposes; projects on the same parcel or on parcels within ¼ mile of each other and with construction start dates within six months of each other, or with completion dates that are within six months of each other; or multiple phases of a project on land owned by the County or the LACDA. Interest associated with developer fee payments is disallowed.		Common pay-in schedule: • 25% at Construction Start • 25% during Construction • 50% after 6 months of stabilized occupancy The developer fee includes all payments, fees and compensation due to the developer, co-developers and general partners; no additional compensation for such partners may be included in the development budget. The developer fee includes all funds paid at any time as compensation for developing the proposed project, and shall include all processing agent fees, developer overhead and profit, construction management oversight fees (if provided by the developer), personal guarantee fees, syndicator consulting fees, and reserves in excess of those customarily required by multi-family housing lenders. The LPA and Development Services Agreement must show the developer, co-developers and/or co-general partners as being paid from developer fee. The maximum developer fee that may be included in eligible basis is 15% of the project's unadjusted eligible basis. For projects that do not use tax credit financing, a maximum of 12% of hard costs is allowed. NOTE: the Developer Fee guideline for 9% CTCAC projects applies only to projects approved for funding after January 1, 2022, and cannot be applied retroactively to projects awarded funding in earlier NOFA rounds.

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Developer Fee – Deferral	Developer Fee can be deferred for the purpose of paying other development costs. Up to ten (10) years is the maximum deferral period, unless a longer period is allowed in the borrower's partnership agreement. If that is the case, LACDA staff will review to determine the maximum pay-off period that will be granted to the project. Once the pay-off period is expired, residual receipt payments will take priority over any remaining deferred fee. No interest allowed on the deferred fee.		Deferral of the Developer Fee is not required. If the LACDA is asked to provide supplemental funding post-clsoing, the Borrower will be required to defer at least 50% of developer fee.
Development Consultant (Outside Staff)	$75,000 to $100,000		The cost of in-house staff is disallowed. Consultants are those who are not part of developer's in-house staff (including but not limited to financial consultant, project management, entitlement consultant, brokerage fee for site acquisition); otherwise, in-house consultant fees must be paid from the project's Developer Fee.
Disbursement Agents / Service	Cost of service is approximately 1-2% of Construction contract.		
Furniture Cost - In Unit (Homeless Units)	Studios and One-Bedrooms: $3,000/unit Two-Bedrooms or more: $2,000/bedroom/unit Optional: $650/unit for soft goods	For NPLH projects DMH requires a coffee table and a sofa in addition to the furnishings noted.	Applicant must include costs to furnish all Homeless units in the proposed development budget. At minimum, budget should provide for a bed, dresser, sofa, coffee table, dining table with chairs, and a lamp.
Furniture Cost – Common Area	$1,500/unit		

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General Conditions + Overhead + Profit	Maximum of 14%.		An overall cost limitation of fourteen percent (14%) of the cost of construction shall apply to builder overhead, profit, and general conditions, excluding builder's general liability insurance. For purposes of overhead and profit, the cost of construction includes offsite improvements, demolition and site work, structures, prevailing wages, and general requirements. For purposes of general conditions, the cost of construction includes offsite improvements, demolition and site work, structures, and prevailing wages. At project completion, the overhead and profit percentage must reflect the percentage agreed to / allowed at underwriting.
Green Building Certification (LEED, Green Point Rated, etc.)	Up to $75,000		Line item includes sustainability/energy consultant, program registration, and program compliance costs.
Hard Cost Contingency	<u>New Construction</u> 5% - 10% of Hard Costs (40+ units) 10% of Hard Costs (< 40 units) <u>Rehab</u> 10% to 15% of Hard Costs		Amount of contingency allowed depends on size of project and whether site has environmental remediation issues. The cost of the payment & performance bonds should be considered in the sizing of the Hard Cost Contingency.
Hard Costs	Davis Bacon or Prevailing Wage: $440-$775/SF (est.) Non-Davis Bacon or Prevailing Wage: $350-$620/SF (est.)		Applicants must solicit a minimum of three (3) bids for comparison of pricing and services offered. General Contractors working on funded projects must use a Guaranteed Maximum Price Contract (GMAX) wherein the basis for payment is the cost of the work plus a fee. If the lowest responsive bid is not accepted, project sponsors must provide justification acceptable to the LACDA.
Holding Cost	$5,000 - $10,000/year for vacant building or vacant land.		Includes security costs, fencing, landscaping, maintenance, and insurance costs incurred prior to the start of construction.

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Income and Expense Escalators	Income: 2.5% annually Expenses: 3.5% annually		
Income – Rent / Unit Mix / Income Restrictions / Occupancy Standard	All units assisted by the LACDA must be affordable to households at or below 30% AMI.		Borrower is expected to construct the project and restrict the tenant incomes as presented in the Unit Mix and Rents section of the Application for Funding Supplemental Document. If other funding sources are subsidizing the LACDA-assisted units, the most restrictive rent limit applies. If the project has PBVs or PBVASH Vouchers, then the Payment Standard will take precedence over other Federal rent limits. In Unincorporated Los Angeles County, if the project has received a density bonus, only the density bonus units are restricted by density bonus rents.
Insurance	See NOFA for detailed insurance requirements.		
Interest Rate – LACDA Loans	3% Simple, 10% Default	0% Simple, 10% Default	
LACDA Fees – Loan Servicing & Compliance Monitoring Payment	LACDA will assess an annual asset management and compliance monitoring payment of $7,150, with a 2.5% per year escalation.		The asset management & compliance monitoring payment is an annual above-the-line expense that is paid in connection with monitoring and certification activities. This payment cannot be waived, and shall be paid to the LACDA throughout the term of the loan. The $7,150 good faith deposit will be credited towards the first year's monitoring cost.

Item	County General Funds ("CGF") Guidelines	No Place Like Home ("NPLH") Guidelines (If NPLH column is blank, CGF Guidelines apply)	Notes
LACDA Fees – Changes to Standard Loan Documents	Actual cost of consultant cost with an upfront, non-refundable deposit of $5,000.		When a material change is made after application evaluation, a fee of $5,000 is due and payable to the LACDA upon submittal of the material change notification to the LACDA. This covers the costs related to the LACDA's review of the proposed project. If costs exceed $5,000, the balance owed must be paid upon written notification from the LACDA. Any remaining funds will be used for administration costs for the continued review and administration of the proposed project. When the LACDA issues loan documents that will not allow for any changes, Borrowers will be notified.
LACDA Fees – Loan Reservation Deposit	A nonrefundable reservation deposit of $7,150 is required to reserve (applied to first year's asset management and compliance monitoring payment).		This fee is to be paid within 60 days of award notification date.
LACDA Fees – Material Change	Actual administrative costs with an upfront, non-refundable deposit of $5,000.		When a material change is made after application evaluation, a fee of $5,000 is due and payable to the LACDA upon submittal of the material change notification to the LACDA. This covers the costs related to the LACDA's review of the proposed project. If costs exceed $5,000, the balance owed must be paid upon written notification from the LACDA. Any remaining funds will be used for administration costs for the continued review and administration of the proposed project.
Leasing Expense (Deficit)	Equates to the negative cash flow during the lease-up period.		The lease-up projections (occupancy percentage over time) should be noted in the "Development Budget Notes & Assumptions" page included in the application.
Leasing Fee for Third Party Entity	Fee paid to property management company and/or service provider, for direct costs for tenant screening.		This is NOT a bonus or incentive fee. If this expense is included in the project's budget, the fee must be described in the "Development Budget Notes & Assumptions" page included in the application.

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Manager's Unit	At least one manager's unit is required for all projects.		California Law requires an on-site manager when there are 16 or more units in a rental project. The on-site manager must be full-time and reside at the project.
Marketing	$20,000		Expenses such as advertising and promotion incurred during the Lease-Up period in order to attract tenants, including the Groundbreaking and Grand Opening ceremonies (within reason). Developer or Property Manager must register the vacant units (at initial lease-up and in the future) on the LA County Housing Resource Center website (housing.lacounty.gov) to assist housing locators in identifying vacant units. The Marketing expense should reflect the cost savings from utilizing the LA County Housing Resource Center.
Minimum Operating Expenses (per unit per year)	Minimum Operating Expenses are derived from LACDA's Housing Portfolio: Type - Family - Up to 50 Units: $7,600 - 51+ Units: $7,400 Type – Senior - Up to 50 Units: $7,000 - 51+ Units: $6,300 Type – Special Needs - Up to 50 Units: $9,300 - 51+ Units: $7,200		The LACDA will accept operating expenses below these minimums if justified with audited financial statements for the last two years for two comparable properties currently owned by the developer. The properties should be similar in size, type, tenant population, and location to the proposed project. Note that LACDA's operating expenses do <u>not</u> include the following expense: - replacement/operating reserves - debt service - supportive services staffing - partnership management fees - deferred developer fee Portfolio expenses *do* include property taxes.

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NPLH Flexible Operating Reserve (FOR)	Not Applicable	LACDA’s NPLH Loan will not require residual receipt payments. In lieu of residual receipts payment, a Flexible Operating Reserve exclusively reserved for the NPLH units will be funded on an annual basis from cash flow (after payment of debt service, partnership management fees, and deferred developer fee, if any).	All NPLH projects shall have a NPLH Flexible Operating Reserve (FOR) and the FOR will remain an asset of the project for the full term of the NPLH Regulatory Agreement. The FOR is calculated based on a percentage of net cash flow sized to the hypothetical pro-rata residual receipts distribution that would be due to the LACDA, if residual receipts were being disbursed for the NPLH Loan. The FOR must be paid prior to disbursement of residual receipts. If LACDA is the sole public lender, then the FOR will receive 50% of net cash flow. The FOR will be used to provide a reserve for shortfalls in project operations associated with the NPLH Assisted Units for supportive services, furnishings, replacement reserves or other items subject to LACDA approval. The FOR may not be used to repay any loans associated with the project and must stay with the project (cannot be distributed as part of any recapitalization or investor exit); LACDA shall have a first priority security interest in the FOR. The FOR will be controlled by LACDA via a Deposit Account Control Agreement. The FOR must be held in a separate account.
Offsite Improvements	Unincorporated County: $10,000 per unit Other Jurisdictions: $5,000 per unit		
Operating Reserves – Capitalized	Three (3) months of operating expenses and three (3) months of debt service. Up to six (6) months of operating expenses and six (6) months of debt service if a senior lender or investor has a higher requirement. No more than six (6) months will be allowed by the LACDA even if the senior lender or investor’s requirement is greater than six (6) months.	NPLH funds may not be used to capitalize the reserve.	The reserve remains with the project throughout the term of the LACDA loan. Written approval from the LACDA is required prior to any withdrawal from the Operating Reserves.

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Partnership Management Fee	An annual Partnership Management Fee of up to $25,000 may be paid from project cash flow, prior to residual receipts payments. This fee must be substantiated prior to the closing of the loan by the developer, cannot include charges for any office overhead for the development of the project or project operating expenses, and may only be paid during the tax credit compliance period. <u>No annual escalations are permitted, and unpaid Partnership Management Fees cannot be accrued</u>.		Applies to projects that are approved for funding after January 1, 2022, and includes payments to both the general partner(s) and the limited partner. Payments above $25,000 must either be made out of cash flow after residual receipts or from Borrower's portion of residual receipts.
Permanent Loan Fee Limits	Borrower shall not pay any loan origination fee, breakage fee, yield maintenance fee or other similar fee related to or arising from the Project's permanent financing exceeding 1% of the original principal amount of such permanent financing without the LACDA's prior written approval, which approval may be withheld at LACDA's sole discretion.		Borrower may, however, pay Permanent Loan Fees exceeding 1% from funds other than the Project's funding sources.

<table>
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<tr><td>Predevelopment Loans</td><td>Interest rate 3-6%

Origination Fee: 1-2%

Legal Fees: $10,000</td><td></td><td>• Interest and other loan costs (e.g., origination costs, etc.) are allowable as project costs as long as the lender is a commercial lender with a recognized loan program and standard documentation of the loan, acceptable to the LACDA, is provided (i.e. a loan agreement and promissory note); payment of interest and other loan fees will not be permitted without the standard documentation (regardless of whether LACDA or another source would be reimbursing the interest expense or fees)
• If the lender is not a known commercial lender with a recognized loan program (including entities related to the project borrower), then interest and other fees associated with the “loan” are not an allowable as project costs and must be removed from the project budget (regardless of whether LACDA or another funding sources would be reimbursing the interest expense or fees).
• If the lender is related to the project borrower, then predevelopment costs will be reimbursed on an interest-free basis (subject to LACDA’s review of the invoices and cancelled checks/bank statements).</td></tr>
<tr><td>Prevailing Wages: Federal (Davis Bacon) and State</td><td>Premium: approximately 20% more than non-Prevailing Wage, as applied to the overall construction cost (including labor and materials).

Applicant/Developer shall be responsible for complying with actual applicable wage scale.</td><td></td><td>Payment of prevailing wages is assumed. Applicant may submit a legal opinion that states the project is exempt from payment of prevailing wages.

Possible triggers, non-exhaustive:

<u>Davis Bacon (Federal):</u>
• Using Federal funds, such as HOME or CDBG, for <u>12 or more units</u> will trigger DB.
• Using PBVs or PBVASH of 9 units or more.

<u>State:</u>
• Utilization of fee waivers
• Inclusion of State funding sources</td></tr>
</table>

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Property Management Fees	Up to $75 per unit per month to the contracted Property Management Company. <u>No annual escalations are permitted.</u>		Item should not include On-site Manager (full-time or part-time) salary or unit rent. NOTE: the Property Management Fee guideline can be applied retroactively to projects awarded funding in earlier NOFA rounds.
Property tax expense – Capitalized and Operating Period	1.25% of acquisition cost per year; any tax refunds must go into reserves.		The Development Budget should include the estimated amount of Property Taxes paid from acquisition to lease-up Property taxes should be greatly reduced after receiving welfare exemption and should be reflected in cash flow.
Relocation (Permanent)	Budget should reflect the estimates from the relocation plan.		Staff will review the relocation plan and budget to ensure the amounts are justified.
Replacement Reserve	Greater of: Multi-Family & Special Needs: Min $300/u/yr - new Min $350/u/yr – rehab Seniors & SRO Min $250/u/yr - new Min $300/u/yr - rehab OR Investor or senior lender's requirement	$500 per unit per year.	Borrower shall not deposit any more or less in the replacement reserve than what is allowed based on the greater of the LACDA requirement or the senior lender. NPLH funds may not be used to capitalize the reserve. For mixed-use projects, the replacement reserve for non-residential uses (i.e. commercial, retail, etc.) must be funded with revenue from the non-residential uses.

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Residual Receipts	50-50 split: • 50% to Borrower • 50% to all other public lenders ○ Excluding LACDA NPLH Program residual receipt payments.	There will be no residual receipt payments to the LACDA for the NPLH Loan.	
School Fees	Include the impact fee assessed by the local school district. Current LAUSD Impact Fee, eff. 7/20/2022: Residential – $4.79 / SF Commercial – $0.78 / SF		Some school districts waive or assess lower fees for 100% affordable and/or senior developments. Fees will vary between different school districts. School fees must be paid to Building and Safety prior to pulling building permit.
Section 3 (of the HCD Act of 1968 and associated regulations)	Required when Federal funds (i.e., HOME or CDBG) are being utilized by the project.		
Security	Project shall provide after-hours and weekend coverage by either security personnel or property management staff. Applicant may submit a waiver for this security requirement if they determine that after-hour and/or weekend coverage isn't necessary based on the target population, location, or other circumstance. Additional security coverage would be subject to approval by the LACDA.	Security waivers are not permitted for NPLH projects.	The site security plan should discuss security in place during both construction and operations of the building, and include an itemized budget. The security plan should discuss the proposed staffing (provider, on-site vs. remote, number of staff, hours/days of shifts, etc.) and infrastructure (CCTV cameras with(out) live monitoring, two-way video systems, etc.). The site security plan shall also include an incident response policy that prioritizes de-escalation, and a discussion of how security will be coordinated with the services and property management staff. Security personnel shall not be armed. The site security plan and budget are subject to review and approval by LACDA.
Soft Cost contingency	2% - 4% of soft cost		

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Subordination	The LACDA will, however, generally subordinate its Deed of Trust, with right to cure, to construction loans and other public lenders with larger loan amounts. The aggregate sum of all LACDA's funding to the project will be used to determine the LACDA's lien priority.	The NPLH Regulatory Agreement, which outlines the NPLH affordability requirements and regulatory restrictions including the NPLH Transition Reserve requirements and the with NPLH Target Population requirements, will not be subordinated.	The LACDA will require the other lenders (senior and junior) to execute a NPLH Subordination Agreement to subordinate to the NPLH Regulatory Agreement. Junior lenders will be required to formally subordinate their loan.
Supportive Services	LACDA will permit supportive service costs (personnel and non-personnel) to be included in a project's operating budget, to the extent that the expense is justifiable, and the project maintains financial feasibility. Supportive service expenses paid with cash flow to assist homeless Special Needs (SN) units are meant to supplement the Intensive Case Management Services (ICMS) by the County of Los Angeles Department of Health Services (DHS), as well as the NPLH-specific services funded by the Department of Mental Health (DMH).		Developers can expect to receive funding from DHS for all homeless SN units to cover personnel costs and majority of non-personnel costs, with additional services provided by DMH for the NPLH-assisted units. See Supportive Services spreadsheet for further information on allowed personnel and non-personnel costs. The budget must identify which services are funded by DHS and DMH versus project cash flow (or another agency subsidizing service provision, such as the VA for eligible veterans). Case Management for non-homeless SN units shall be paid out of project cashflow. Required staffing ratio: • Case Management: 1:20 for SN and non-homeless SN units. • Resident Services Coordination: 1:40 – 1:75 for general affordable units Optional: • Resident Services Coordination for SN units, subject to approval by LACDA. Staffing levels should be appropriate to the tenant population and size of the project. Staffing levels typically fall between 1:50-1:100.

Item	County General Funds ("CGF") Guidelines	No Place Like Home ("NPLH") Guidelines (If NPLH column is blank, CGF Guidelines apply)	Notes
Target Populations	Homeless and/or special needs households.	Households with at least one person who qualifies as a member of one of the target populations identified in Welfare and Institutions Code Section 5600.3: (a) Adults or older adults with a Serious Mental Disorder, or (b) Seriously Emotionally Disturbed Children or Adolescents, who are: • Homeless, • Chronically Homeless, or • At-Risk of Chronic Homelessness These Target Populations include persons with a serious mental illness who may have co-occurring physical disabilities or co-occurring substance use disorders.	Project requesting NPLH funds must reserve a minimum of 15 and a maximum of 50 NPLH units. The LACDA and DMH must approve the number of units set-aside for NPLH-qualifying residents. NPLH assisted units must be less than 49% of all units in a project. Additionally, DMH and the LACDA, in their sole discretion, may limit the number of NPLH-assisted units in a development, as well as any mix of NPLH units with non-assisted units. The LACDA and DMH retain authority to disallow the mix of units in a project, or to limit the number of NPLH-assisted units in a project. Borrower is expected to construct the project and restrict the tenant incomes as presented in the Unit Mix and Rents section of the application. Borrowers are required to use a Coordinated Entry System to fill homeless and special needs units. Lease-up and marketing should be coordinated with the Los Angeles County Department of Health Services and Department of Mental Health.
Tax Credit – Price/Factor	Projects must use reasonable assumptions for tax credit pricing.		A tax credit investor's letter of interest (LOI) is not required at NOFA submittal, but if available, applicants shall use this pricing (or pricing that is substantially similar) in project financing assumptions. If a Letter of Interest (LOI) is not available, applicants shall use pricing that is reasonably related to the Los Angeles County market. The LACDA will not approve a loan based on assumptions that are unreasonable or inconsistent with industry standards. The LOI must be submitted prior to the loan committee stage.

Item	County General Funds ("CGF") Guidelines	No Place Like Home ("NPLH") Guidelines (If NPLH column is blank, CGF Guidelines apply)	Notes
Transition Reserves	OPTIONAL If required by a senior lender or investor, LACDA will permit one-year of transition reserve for the non-NPLH units subsidized with project based rental assistance.	One-year of Transition Reserve (TR) is required for the NPLH Units subsidized with project-based rental assistance. The NPLH Transition Reserve which may be capitalized and/or funded through cash flow, and must be fully funded by year 10 of operations.	The NPLH Transition Reserve must remain with the project throughout the term of the LACDA loan. Written approval from the LACDA is required prior to any withdrawal from the NPLH Transition Reserve. The NPLH Transition Reserve can be held by the senior lender or in a third-party bank account established by the Borrower. The LACDA will require the Borrower to execute a form of Deposit Account Control Agreement to grant the LACDA a security interest in the NPLH Transition Reserve. The NPLH Transition Reserve shall remain with the project regardless of sale or transfer of ownership (throughout the term of the unsubordinated NPLH Regulatory Agreement). In no event shall any NPLH reserves be used to fund limited partner exit costs, repay any indebtedness of the owner and shall only be used for the support of the financial feasibility of the NPLH assisted units if approved operating subsidies for the NPLH assisted units are lost through no actions or negligence of the owner or related parties. NPLH funds may not be used to capitalize the reserve. Projects with financing from the California Department of Housing and Community Development (HCD) that have access to the the pooled transition reserve, must opt into the program.
Vacancy Rate	Family & Senior: 5% per year NPLH & Special Needs: min 10% per year Mixed Population: blended rate between 5% and 10%, with justification		