

Exhibit D - HPP Application Attachments Checklist

Attachment #	Type of Document	Required From:
1	Legal Organizing Documents	Borrower/Applicant
2	Organizational Chart describing the relationship of the borrower and applicant to ALL related entities which are part of the development team	Entire Development Team
3	3 Years of Audited Financial Statements and Current Management Statements; OR, if no audited financial statements, 3 Years of Management Statements Plus Annual Tax Returns Including Attachments	Borrower/Applicant
4	Qualified Buyer Check	All entities with a 20% or greater ownership stake in the borrower and/or applicant
5	MWBE Narrative	Borrower/Applicant
6	Services Budget	Service Provider or Borrower/Applicant
7	Service Agreement, MOU, or Letter of Commitment with Provider	Service Provider or Borrower/Applicant
8	Commitment Letters from All Committed Sources of Funding	Borrower/Applicant
9	Project Bids, Plans, and Drawings (preliminary acceptable)	Borrower/Applicant
10	Contract with Contractor (if any)	Contractor or Borrower/Applicant
11	Capital Needs Assessment (if any)	Borrower/Applicant
12	Appraisal (if applicable)	Borrower/Applicant
13	Signed Sales/Option Agreement (if building is being acquired)	Borrower/Applicant
14	Affirmative Fair Housing Marketing Plan	Borrower/Applicant
15	Excel Workbook	Borrower/Applicant