

2026 AHP Scoring Checklist

APPENDIX A



Overview

This scoring checklist is presented as a tool to assist you in preparing your 2026 AHP application submission. Use of this scoring checklist does not substitute reviewing and understanding the details and requirements outlined in the 2026 Implementation Plan.

**Please refer to the Exhibit Checklist for where these items should be submitted in the application.*

Donated Property

- Donation letter/agreement detailing date, amount, and terms/conditions of donation (charitable donation)
- Conveyance letter/agreement detailing date, amount, and terms/conditions of conveyance (conveyance by federal government or agency/instrumentality thereof)
- Discount from fair market value
 - Independent third-party appraisal dated within 12 months of purchase
 - Purchase agreement/option to purchase
 - Closing disclosure/settlement statement

Non-Profit Sponsorship

- Certificate of existence
- Articles of incorporation
- IRS determination letter
- IRS Form 990
- Most recent audited financial statements
- Board resolution authorizing AHP request

- Development agreement (if applicable/available)

Targeting

- Do the market demand materials align with the AHP targeting commitments?
- Do the commitments made to other funding stakeholders align with the AHP targeting commitments?

Supportive Housing for the Homeless

- Appendix B – FHLBank Indianapolis Supportive Service Plan
- Do the market demand materials align with the AHP homeless unit set-asides?
- Do the commitments made to other funding stakeholders align with the AHP homeless unit set-asides?

Supportive Housing for Persons with Special Needs

- Appendix B – FHLBank Indianapolis Supportive Service Plan (except for project that meet the definition of elderly housing)
- Do the market demand materials align with the AHP special needs unit set-asides?
- Do the commitments made to other funding stakeholders align with the AHP special needs unit set-asides?

Tribal Housing

- List of federally recognized tribes
- Tribal ownership documents
- Map or letter detailing designated tribal service area
- Development agreement (if applicable/available)

Rural Housing

- RUCA code data set printout (projects located outside of a MSA)
- Census Bureau population estimate printout (Projects located within a MSA)

Large Units

- Architectural drawings and floor plans
- Do the unit sizes outlined in the market demand materials align with the AHP unit sizes?
- Do the unit sizes indicated in commitments to other funding stakeholders align with the AHP unit sizes?

Creating Economic Opportunity

- FFIEC Geocode Map printout (Projects located in a census tract of 100% AMI or greater)
- Projects where 20% or more of units are set-aside for households > 80% AMI
 - Do the market demand materials align with the > 80% AMI unit commitments in the AHP application?
 - Do the commitments made to other funding stakeholders align with the > 80% AMI unit commitments in the AHP application?

Community Stability

- Preservation Initiative
 - Capital needs assessment or detailed scope of work with detailed cost breakdown
 - Disclosure of availability of reserves
 - Relocation plan
- Infill Housing
 - Before/after photos
 - Letter from local municipality validating infill site(s)
 - Property documents verifying vacant, underused, or previously developed site(s)
- Stabilization
 - Letter from municipality validating vacant and abandoned buildings
 - Property documents verifying vacant and abandoned buildings
 - Photos

- Adaptive Reuse
 - Architectural drawings/floor plans
 - Letter from local municipality describing prior use
 - Property documents verifying prior use
- Investment Area
 - Letter from local unit of government dated within 60 days
 - Map of proposed project in proximity to proposed investments
 - Opportunity Zone map (projects located within an Opportunity Zone)
- Promotion or Preservation of Homeownership
 - Are 100% of the AHP-assisted beneficiaries' homebuyers or existing homeowners?

Member Financial Involvement

- Appendix C – Member Financial Participation Certification

Desirable Sites

- Proximity to Transportation
 - Site map from project location to public transportation stop
 - Letter from transportation service provider or evidence from website detailing transportation services offered
- Access to Full-Service Grocery Store or Supermarket
 - Site map from project location to full-service grocery store or supermarket
 - Weekly sales ad, flyer, or similar documentation showing store offerings
- Educational Institutions
 - Site map from project location to educational institution
 - Evidence, such as pages from the educational institution's website
- Medical Facilities
 - Site map from project location to medical facility
 - Evidence, such as pages from the medical facility's website

Readiness to Proceed

- Funding commitments
 - Award/commitment letters
 - Award/grant agreements
 - Appendix C – Member Financial Participation Certification
 - Notes/mortgages/loan agreements
 - Donations/fundraising statements
 - Resolution for owner equity/deferred developer fee
 - Other _____
- Site control
 - Deed
 - Closing/settlement statement
 - Purchase agreement/option to purchase
- Zoning & site plan approval
 - Letter from local municipality reflecting final zoning and site plan approval

Large-Scale Development

- If an urban development, does project consist of 50 or more units?
- If a rural development, does project consist of 35 or more units?

Projects Serving Low-Income Households in Local Planning Districts

- FFIEC Geocode Map printout (Low-Income Area)
- Appendix D – FHLBank Indianapolis Certificate of Consistency (Community Plan/Housing Need)

AHP Subsidy Per Unit

- Based on the AHP subsidy per unit (AHP award request / total number of AHP-assisted units)