

Overview

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

**Not every item will apply to every project. Please do not submit a blank document for a non-applicable item. Refer to the Scoring Checklist for items applicable to scoring criteria.*

Exhibit 1: Basic Information

- Site map with parcels identified *(Required for all projects)*
- Scattered-site property summary *(See page 55 of I-Plan for definition of scattered-site)*
- Zoning approval *(See pages 12 & 27 of I-Plan)*
- Site-plan approval *(See pages 12 & 27 of I-Plan)*
- Donation/conveyance letter or agreement *(Donated Property – See pages 11 & 16 of I-Plan)*
- Independent third-party appraisal *(Donated Property – See pages 11 & 16 of I-Plan; required if project involves acquisition)*
- Option to purchase *(Donated Property – See page 11 of I-Plan)*
- Purchase agreement *(Donated Property – See page 11 of I-Plan)*
- Long-term lease/ground lease *(Donated Property – See pages 11 & 16 of I-Plan)*
- Closing statement *(Donated Property – See page 11 of I-Plan)*
- Deed *(See page 11 of I-Plan)*

Exhibit 2: Development Team

- Certificate of Existence *(Required for all projects)*
- Articles of Incorporation *(Required for all projects)*
- IRS determination letter *(Required for all non-profits)*
- IRS Form 990 *(Required for all non-profits)*
- Most recent audited financial statements *(Required for all projects)*
- Board resolution authorizing AHP request *(Required for all non-profits)*
- Development agreement *(If available)*
- Consultant agreement *(If available)*
- Co-sponsor agreement *(Required if a co-sponsor has been identified)*
- Architect agreement *(If available)*
- Contractor agreement *(If applicable)*
- MBE, WBE, DBE, VOSB, SDVOSB, DMBE, or DMWBE Certification *(If applicable)*

Exhibit 3: Project Targeting

- Market study *(See pages 9 – 10 of I-Plan for requirements)*
- Housing needs assessment *(See pages 9 – 10 of I-Plan for requirements)*
- Continuum of Care plan *(See pages 9 – 10 of I-Plan for requirements)*
- Point-in-Time count *(See pages 9 – 10 of I-Plan for requirements)*
- Occupancy history *(See pages 9 – 10 of I-Plan for requirements)*
- Waitlist/pipeline of potential qualified households *(See pages 9 – 10 of I-Plan for requirements)*
- Referral documentation *(See pages 9 – 10 of I-Plan for requirements)*
- Appendix B – FHLBank Indianapolis Supportive Service Plan *(If targeting homeless/special needs populations; see pages 18 – 20 of I-Plan)*
- Supportive service agreements/contracts *(If targeting homeless/special needs populations; see pages 18 – 20 of I-Plan)*
- Tenant/resident selection plan *(Required for all projects)*
- Tribal Housing documentation *(See page 20 of I-Plan for requirements)*

Exhibit 4: Building Details

- Architectural drawings/plan/specs/floorplans (See pages 13 – 14 of I-Plan for requirements)
- Construction cost-trade payment breakdown or equivalent (See pages 13 – 14 of I-Plan for requirements)
- Capital needs assessment or detailed scope of work (See pages 13 – 14 of I-Plan for requirements)
- Disclosure/availability of reserves for project (See pages 13 – 14 of I-Plan for requirements)
- Relocation plan (See page 14 of I-Plan for requirements)
- Site photos (Community Stability - see pages 21 – 22 of I-Plan)
- Letters from local unit of government (Community Stability - see pages 21 – 22 of I-Plan)
- Property documents (Community Stability - see pages 21 – 22 of I-Plan)
- Opportunity Zone map (Community Stability - see pages 21 – 22 of I-Plan)
- Brownfield/environmental assessments/clearance/approval letters (See page 12 of I-Plan)

Exhibit 5: Project Schedule

- Narrative details regarding project timeline (See page 12 of I-Plan)
- Supplemental timelines/development schedules (See page 12 of I-Plan)

Exhibit 6: Project Finances

- Letter of interest from all funding sources (See pages 12 and 26 of I-Plan)
- Award letters/agreements from all funding sources (See pages 12 and 26 of I-Plan)
- Low-Income Housing Tax Credit application (LIHTC projects; if available)
- Appendix C – Member Financial Participation Certification (Member Financial Involvement - see pages 22 – 23 of I-Plan)

- Non-member tax credit equity letter of intent or commitment letter (*LIHTC projects; if applicable*)
- Tax credit reservation letter (*4% and/or 9% LIHTC projects; if available*)
- Tax credit determination letter or other equivalent tax-exempt bond commitment letter (*4% LIHTC projects; if available*)
- Partnership agreement (*LIHTC projects; if available*)
- Non-member construction financing commitment letter (*See pages 12 and 26 of I-Plan*)
- Non-member permanent financing commitment letter (*See pages 12 and 26 of I-Plan*)
- Promissory note/mortgages (*See pages 12 and 26 of I-Plan; if available*)
- Other donation letters/agreements (*See pages 12 and 26 of I-Plan*)
- Fundraising summary/copies of donation checks (*If fundraising is a source of funds*)
- Organization bank statements (*If owner equity is a source of funds*)

Exhibit 7: Scoring Criteria

- Rural Housing (*See page 20 of I-Plan*)
- Economic Opportunity (*See page 21 of I-Plan*)
- Desirable Sites – Proximity to Transportation (*See page 23 of I-Plan*)
- Desirable Sites – Access to a Full-Service Grocery Store or Supermarket (*See page 24 of I-Plan*)
- Desirable Sites – Educational Institutions – (*See pages 24 – 25 of I-Plan*)
- Desirable Sites – Medical Facilities – (*See pages 25 – 26 of I-Plan*)
- Projects Serving Low-Income Households in Local Planning Districts – (*See page 27 of I-Plan*)