

INSTRUCTIONS FOR COMPLETING

UNIFORM PREVIOUS PARTICIPATION - PROGRAMS COVERED UNDER 10 TAC §1.301

This form is used for multifamily awards and ownership transfers

Submit a separate completed form for each member involved (i.e. organizations, entities, natural persons, etc. that has or will have a controlling interest or oversight) when applying for a TDHCA multifamily award or other assistance (including approval requests for ownership transfers). The form does NOT require signatures and can be completed by anyone.

Provide the contact information for the person designated to address questions from TDHCA staff regarding this Form

Applicant Legal Name: *Enter the applicant/entities legal name for the new application or proposed transfer*
Person/Role: *Enter the person's name and title/role OR contact name for organization*
Email Address: *Enter the person or contact person's email address*
City/State Home Address: *Enter the person or contact person's City and State of Home address*

1. Identify all TDHCA rental developments that the member has owned or controlled at any time.

a. Place an "X" in the box, if there is **NO** prior TDHCA multifamily rental experience.

TDHCA ID #: *Enter the property number assigned by the TDHCA Compliance Monitoring & Tracking system.*
Property Name: *Enter the Development name (as identified in TDHCA Compliance Monitoring and Tracking System).*
Property City: *Enter the name of the city where the Development is physically located.*
Program: *Enter the Program acronym that the Development operates under. If layered, identify all programs.*

BOND: Multifamily Mortgage Revenue Bonds	HTF: Housing Trust Fund multifamily
HOME: HOME Multifamily Development Program	NSP: Neighborhood Stabilization Program
HTC: Housing Tax Credit	TCAP: Tax Credit Assistance Program
HTCEX: Housing Tax Credit Exchange Program	

Control began: *Identify the date that participation began.*
Control end: *Identify the date that participation ended.*

2. Identify all Community Affairs and Single Family programs that the applicant/entity has participated in within the last three (3) years.

a. Place an "X" in the box, if there is **NO** prior TDHCA Community Affairs or Single Family program experience.

Community Affairs: *Place an "X" next to the program(s) that the member has participated in within the last 3 years.*

CEAP: Comprehensive Energy Assistance Program	HHSP: Homeless Housing & Services Program
CSBG: Community Services Block Program	LIHEAP: Low Income Home Energy Assistance Program
DOE: Department of Energy Program	WAP: Weatherization Assistance Program
ESG: Emergency Solutions Grant Program	

HOME: *Place an "X" next to the program(s) that the member has participated in within the last 3 years.*

CFDC: Contract for Deed Conversion	PWD: Persons with Disabilities Program
DR: Disaster Relief Program	SFD: Single Family Development Program
HBA: Homebuyer Assistance Program	TBRA: Tenant Based Rental Assistance Program
HRA: Homeowner Rehabilitation Assistance Program	

HTF/OCI: *Place an "X" next to the program(s) that the member has participated in within the last 3 years.*

AYBR: Amy Young Barrier Removal Program	CFDC: Contract for Deed Conversion Program
Bootstrap: Texas Bootstrap Program	Self-Help: Colonia Self Help Centers Program

Other: *Identify the TDHCA Program Name if no other matches applied.*
NSP: Place an "X" in the box if *Neighborhood Stabilization Program* experience.