

**Housing Finance Corporation (HFC) Multifamily Development Rent Reduction and Public Benefit Certification Form**

This form must be completed and certified by the HFC User and submitted to TDHCA as part of the annual Audit Report.

**Development Name:** \_\_\_\_\_  
**Development Address:** \_\_\_\_\_  
**County:** \_\_\_\_\_  
**Tax Year Being Reported:** \_\_\_\_\_  
**Development Type**       Acquired       New Construction

**Instructions:** For each item, check (✓) Yes or No and provide any requested written information. All sections must be completed.

Rent Reduction Calculation Methodology	Yes	No
For each income-restricted unit, Rent Reduction was calculated as the Maximum Market Rent for the same unit type minus the lease rent shown on the rent roll.	_____	_____
For income-restricted units assisted by rental assistance, the tenant-paid portion of rent was used for the Rent Reduction calculation.	_____	_____
For income-restricted units vacant for any portion of the Tax Year, the maximum permitted rent was used for each month of vacancy.	_____	_____
For non-income-restricted residential units used to determine Maximum Market Rent that were vacant for any portion of the Tax Year, the Maximum Market Rent for the unit type was used for each month of vacancy.	_____	_____
The Rent Reduction methodology described above was applied consistently for the entire Tax Year.	_____	_____

Aggregate Rent Reduction Public Benefit Test	
Provide the total Rent Reduction for all income-restricted residential units at the Development for the preceding Tax Year.	_____
Provide the estimated amount of ad valorem taxes that would have been imposed on the Development for the same Tax Year if the Development did not receive the exemption.	_____
Provide the minimum required Rent Reduction amount, which is 50 percent of the estimated ad valorem taxes that would have been imposed on the Development for the Tax Year.	_____
Was the total Rent Reduction for the Development for the Tax Year at least 50 percent of the estimated ad valorem taxes that would have been imposed for that Tax Year?	_____

Rent Reduction Shortfall and Payments to Taxing Authorities	
If the total Rent Reduction was less than 50 percent of the estimated ad valorem taxes, enter the Rent Reduction shortfall amount. (If no shortfall occurred, enter "N/A.")	_____
If a Rent Reduction shortfall occurred, was each applicable taxing authority paid its pro rata share based on the combined aggregate published millage rate? (If no shortfall occurred, enter "N/A.")	_____
If payments were required, was supporting payment documentation provided to the auditor for inclusion with the Audit Report? (If payments were not required, enter "N/A.")	_____

**Method used to estimate the Development's ad valorem taxes**

Identify the method used to estimate the ad valorem taxes that would have been imposed. (For example: actual taxes from a prior tax year with an escalation factor; an independent appraisal; a third-party property tax report; a published appraisal district value; or another method acceptable to the Department).

If another method was used to determine the estimated ad valorem taxes, identify and describe the method used.

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**HFC User Certification**

By signing below, the Authorized Representative certifies that the information provided in this form is true, correct, and complete to the best of their knowledge.

\_\_\_\_\_  
Print First and Last Name  
HFC Authorized Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date