

**REI Development Corp QALICB Intake Questionnaire**

**GENERAL INFORMATION**

1. Name of the Project

Physical address of Project

Street Address	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2. Developer and primary contact information

Name and Company

Street Address	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email	Phone	FAX	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

3. Type of Project

Community or Educational Facility	<input type="text"/>	Office Space Only	<input type="text"/>
Mixed-use (includes residential units)	<input type="text"/>	Retail space Only	<input type="text"/>
Mixed-use (no residential units)	<input type="text"/>	Other	<input type="text"/>

4. Project's total net rentable and gross square footage

Type of Space	Net Rentable Square Feet	Total Res. Units
Retail	<input type="text"/>	<input type="text"/>
Office	<input type="text"/>	<input type="text"/>
Residential	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>
Total net rentable SF and Units	<input type="text"/>	<input type="text"/>
Gross Square Footage	<input type="text"/>	<input type="text"/>

5. Estimated Project Timing

Commencement Date	<input type="text"/>
Completion Date	<input type="text"/>

6. Project Sponsor

7. Project Guarantor

8. Is the Project's developer and/or sponsor (i) a nonprofit organization and/or (iii) will it provide social services that directly benefit low-income persons ("LIPs")?

Yes  No

If yes, what is the mission of the organization?

9. Provide a brief overview of the Project and its role in the redevelopment of the area in which it is located. Also describe any benefits the Project will provide to the low-income community ("LIC") and/or LIPs.

**QUALIFIED ACTIVE LOW-INCOME COMMUNITY BUSINESS (QALICB) CRITERIA**  
 (Please note that if this is a real estate QALICB, which is a single purpose entity with no employees, it should automatically meet requirements 10-13, and you may answer 100% or NA as applicable.)

10. Within three years of receiving an initial investment, will the Project generate revenues, or in the case of nonprofits will it be engaged in an activity that furthers its purpose as a non-profit?

Yes  No

Closing Date	<input type="text"/>
Placed-in-Service Date	<input type="text"/>
First Year of Revenue	<input type="text"/>

**If "no" the Project is not eligible for NMTC investment.**

11. Will at least 50% of the total gross income of the Project be derived from the Project Location?

Yes  No

If Yes, what percentage?

**If "no" the Project is not eligible for NMTC investment.**

12. Will at least 40% of the use of the Project's tangible property (owned or leased and on a cost basis) be at the Project Location?

Yes  No

If Yes, what percentage?

**If "no" the Project is not eligible for NMTC investment.**

13. (a) Will at least 40% of the services performed for the Project by its employees be at the Project Location?

Yes  No    
 N/A if the Project has no employees

If Yes, what percentage?

**If the Project has employees and answers "no", the Project is not eligible for a NMTC investment.**

(b) If there are no employees, will at least 85% of the Project's tangible property be used at the Project Location?

Yes  No

If Yes, what percentage?

**If "no" the Project is not eligible for NMTC investment.**

14. Are less than 5% of the Project's assets in the form of collectibles (i.e., art, antiques)? This would exclude any collectibles that are held primarily for sale to customers in the ordinary course of business?

Yes  No

If Yes, what percentage?

**If "no" the Project is not eligible for NMTC investment.**

15. Is less than 5% of the average unadjusted basis of the Project attributable to certain nonqualified financial property, including debt, stock, and partnership interests? This would exclude reasonable amounts of working capital held in cash, cash equivalents, or debt instruments within a term of 18 months or less, or accounts or notes receivables acquired in the ordinary course of business.

Yes  No

If Yes, what percentage?

**If "no" the Project is not eligible for NMTC investment.**

16. Will the Project operate any of the following businesses? (check all that apply)

- Message parlor
- Hot tub facilities
- Suntan Facilities
- Private or commercial golf course
- Certain farming businesses
- Country Club
- Race Track
- Gambling facilities
- Sale of alcoholic beverages
- for consumption off premises

If the Project is operating at least one of the above businesses, it is not eligible for a NMTC investment.

**PROJECT FINANCING**

REI Development Corp will only fund projects with NMTCs that have a financial need for the subsidy. The project will need to demonstrate that the subsidy will:

- a. Cover a funding gap (no other sources of funds available);
- b. Provide additional reserves to meet investor requirements or stabilize the project;
- c. Reduce the private fundraising burden or need for grants, which causes delays for community facilities;
- d. Reduce commercial or residential rents for locally-owned businesses, low-income residents, social service agencies and other nonprofit entities, or to attract a key tenant to a low-income community.
- e. Create a fund to provide additional community benefits (e.g., hiring and training additional low-income staff); or
- f. Enable the scope of a project to be enhanced in a way that improves the community outcomes significantly beyond what would be possible without NMTC.

17. What are the expected total development costs ("TDC") for the Project?

Total acquisition costs	<input type="text"/>
Total soft costs	<input type="text"/>
Total hard costs	<input type="text"/>
Total Development costs	<input type="text"/> \$0

18. What are the current or anticipated sources of financing for the Project? Do not include any potential investments from REI Development Corp.

Equity contribution - developer/managing member	<input type="text"/>	
Equity contribution - other investors (HTC equity)	<input type="text"/>	HTC Equity (Federal and State)
Equity contribution -NMTC investors	<input type="text"/>	
Loans - construction	<input type="text"/>	
Loans - permanent	<input type="text"/>	
Loans - other (bridge loan until HTC equity is funded)	<input type="text"/>	
Loans - NMTC investors	<input type="text"/>	
Total government grants	<input type="text"/>	
Total foundation and/or philanthropic grants	<input type="text"/>	
Total tax increment financing (TIF)	<input type="text"/>	
Other: HUD 108	<input type="text"/>	
Other:	<input type="text"/>	
Total Financing Sources	<input type="text"/>	-

19. What is the additional amount of financing needed for the Project?

Total equity	<input type="text"/>
Total debt	<input type="text"/>
Total Additional Financing	<input type="text"/> -

20. Based on the current pro forma please identify what percentage of gross income will come from the following:

Commercial Space	<input type="text"/>	To be included in Commercial space total
Retail	<input type="text"/>	
Office	<input type="text"/>	
Other	<input type="text"/>	
Residential Units	<input type="text"/>	

**If more than 80% of the Project's gross revenue will be derived from residential units, it is not eligible for a NMTC investment.**

**ADDITIONALLY DISTRESSED AREAS**

In addition to meeting the minimum program requirements by working in Low Income Communities (LICs), REI Development Corp has committed to using all of its Allocation in communities of greater distress. Based on the Project's address, REI Development Corp will obtain demographic information (i.e., poverty rates, area median income, and unemployment rates) for the census tract in which the Project is located. Please respond to the questions below:

21. Is the Project located in any of the following designated areas? (check all that apply)

Brownfield redevelopment area	<input type="checkbox"/>
HOPE VI Redevelopment	<input type="checkbox"/>
Federal Native Area	<input type="checkbox"/>

22. Is the Project located in a state and/or local economic development area? (check all that apply)

Enterprise Zone/Community	<input type="checkbox"/>
Urban Renewal Zone	<input type="checkbox"/>
Tax Increment Financing (TIF) district (or Tax Incentive District)	<input type="checkbox"/>
Business Improvement District	<input type="checkbox"/>
Special Planning Area	<input type="checkbox"/>
Historic District	<input type="checkbox"/>
An area affected by a major plant or facility closing resulting in permanent layoffs	<input type="checkbox"/>
An area of unusually high commercial vacancy rates	<input type="checkbox"/>
An area designated for the establishment of regional technology/business center	<input type="checkbox"/>
An area affected by Federal Military base closings	<input type="checkbox"/>
A Federal Medically Underserved Area	<input type="checkbox"/>
Designated Food Desert	<input type="checkbox"/>
Other -	<input type="checkbox"/>
Other -	<input type="checkbox"/>

**COMMUNITY IMPACT**

23. Please check the potential CBA goals that may be of interest to the Project. REI Development Corp will assist the Project with identifying the appropriate goals that will ensure demonstrable community impact.

	Yes
Below market rents and concessions to nonprofit organizations, minority-owned companies and small start-up businesses	<input type="checkbox"/>
Higher than required minority construction subcontracting participation	<input type="checkbox"/>
Hiring low-income persons for construction and permanent jobs	<input type="checkbox"/>
Creating workforce development and job training programs for permanent employees	<input type="checkbox"/>
Posting job announcements at local job banks	<input type="checkbox"/>
Partnership with local public schools or other organizations to offer free or discounted space for cultural, educational, and health and wellness programs	<input type="checkbox"/>
Providing space for critical community needs such as a grocery store and social service agencies	<input type="checkbox"/>

24. What are the expected job creation and/or retention impacts resulting from the Project? Of the total construction and permanent jobs created and/or retained, what percentage of jobs are expected to be held by low-income persons ("LIPs")? The Project's Direct Employees includes employees from the Lessor, Master Tenant, Managing Member, Facility Managers, and/or other contractual employees that contribute to the operations of the Project.

Type of Job	Retained	Created	Total Expected Jobs	% of Jobs Expected to Be Held by LIPs
Construction Jobs	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Project's Direct Employees	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Building tenant's employees	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

25. Will the Project provide its Direct Employees the following benefits or any others that could allow them to build wealth, receive living wages, or other opportunities to meet basic needs? (check all that apply)

Health Insurance	<input type="checkbox"/>
Employee Stock Ownership	<input type="checkbox"/>
Paid Vacations	<input type="checkbox"/>
Paid Sick Days	<input type="checkbox"/>
Retirement Benefits	<input type="checkbox"/>
Profit Sharing	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>

26. Will the Project incorporate job training, vocational training, or workforce development programs for its Direct Employees?

Yes  No

27. Will the Project encourage its tenants to provide their employees with some of the benefits listed above and job training / vocational training / workforce development programs?

Yes  No

28. During construction, will the Project required the general contractor to pay the majority of construction employees the Davis-Bacon prevailing wage?

Yes  No

29. During construction, will the Project encourage the general contractor to hire union labor?

Yes  No

30. Of the total construction contracts (hard and soft costs), what percentage is expected to go to minority and/or women business enterprises (M/WBEs)?

Minority Business Enterprises

Women Business Enterprises

31. Does the Project's general contractor foresee any difficulty identifying qualified M/WBEs for subcontracting opportunities during the construction phase?

Yes  No

32. Will the Project remediate any environmental contamination?

Yes  No

If yes, please describe:

33. Will the project incorporate any conventional energy efficiency improvements in the construction or rehabilitation?

Yes  No

If yes, please describe:

34. Is the Developer seeking LEED Certification for the Project:

Yes  No

35. Will the Project directly support the production and/or distribution of renewable energy sources? (check all that apply)

Biomass  Solar   
Hydro  Wind   
Geothermal  Other

36. What type of additional development do you expect the Project to spur in the general vicinity in which it is located? (check all that apply)

Grocery Stores   
Health Care Facilities   
Libraries   
Office Space   
Public Transportation   
Restaurants   
Retail Space   
Theaters, Cultural Centers, Museums   
Educational Facilities   
Hotels   
Movie Theaters   
Parks and Recreation   
Public Safety Centers – Police and Fire Stations   
Residential Development (rental and for sale housing)   
Other:   
Other:

37. What types of taxes, assessments, or other community resources do you expect this project to generate?

Ad valorem taxes   
BID assessments   
Other: Hotel Tax   
Other: Sales Tax

**REI Development Corporation  
NMTC Pipeline Questionnaire**

**Project:** \_\_\_\_\_ **Sponsor:** \_\_\_\_\_

**Project Address (Street, City, County):** \_\_\_\_\_  
\_\_\_\_\_

**Census Tract of Project (if known):** \_\_\_\_\_

**Amount of NMTC Financing Requested:** \$ \_\_\_\_\_ **Total Project Cost:** \_\_\_\_\_ M

**Projected Closing Date:** \_\_\_\_\_

**Name of Contact Person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_ **Date Survey Completed:** \_\_\_\_\_

1. What is the nature of your proposed project? Please check all that apply.

- Creation/expansion of space for for-profit business
- Creation/expansion of space for nonprofit organization
- Development of affordable housing
- Development of market-rate housing
- Creation/expansion of educational facility
- Creation/expansion of health or human service facility
- Creation/expansion of arts / cultural facility
- For-profit business expansion
- Other (please describe below)

2. Why is this project important to the community? What particular benefits will it have for local residents?

3. Is the proposed project located in any of the following areas? Please check all that apply.

- |                            |                                    |
|----------------------------|------------------------------------|
| SBA Designated HUB Zone    | Brownfield                         |
| HOPE VI Redevelopment Area | Federal Medically Underserved Area |
| State/Local Economic Zone  | FEMA Disaster Area                 |
| USDA-Defined Food Desert   | Rural County                       |

4. Who are the project's likely (or proposed) tenants, if applicable? \_\_\_\_\_

5. Will the project involve physical construction or rehabilitation work? \_\_\_\_\_

If yes, how many full-time equivalent (FTE - 40 hour/week) construction jobs are likely to be associated with the project? \_\_\_\_\_

6. Do you anticipate obtaining LEED certification for the development? \_\_\_\_\_

7. What environmental benefits (if any) will the project generate? \_\_\_\_\_

8. When the project is complete and fully operational, how many permanent FTE (40 hour/week) jobs are likely to be based at / directly related to the site? \_\_\_\_\_

How many of those jobs are likely to be paying \$35,000/year or more? \_\_\_\_\_

How many will come with health insurance and other benefits? \_\_\_\_\_

Will employees have opportunities for professional training and advancement? \_\_\_\_\_  
Please describe briefly below.

Will there be any particular emphasis on hiring local and/or low-income people? \_\_\_\_\_  
Please describe briefly below.

How many net new permanent jobs will the completed project support (i.e. positions in addition to those currently based at / directly related to the site)? \_\_\_\_\_

9. What is the current status of the project? What needs to happen before it can close and begin development?

10. Why is NMTC-related capital critical to this project?

What would you do in the absence of NMTC capital from REI?

11. To what extent will the proposed project catalyze / augment other private investment in the surrounding area? Please be as specific as possible.

12. How does the proposed project further the goals and objectives of local community economic development strategies?

13. Other than REI's NMTC investment, what are the likely sources of capital for the project? Please include any monies that might be used as leverage debt in a NMTC transaction.

