



Texas Department of Housing and Community Affairs
Competitive Housing Tax Credit Pre-Application Submission Instructions
Created Date: December 30, 2022
Date Last Updated: December 30, 2022

The Texas Department of Housing and Community Affairs has created an online system for applicants for the Competitive Housing Tax Credit Program to submit pre-applications. Prior to the open of the Application Acceptance Period, the Department will post a link that applicants will use to access the pre-application system. This document describes the pre-application system and provides information that will help applicants ensure that pre-applications are submitted successfully.

Pre-Application Initiation

https://public.tdhca.state.tx.us/htc/t_hc_pre_app.init_entry.signup

The first page you will see is the initiation page. Enter the email address of the person that will complete the pre-application and the name of the Development. This will be the first email address to which all correspondence regarding the pre-application will be sent. Then click “Begin Pre-Application.”



**Texas Department of Housing
and Community Affairs**
Competitive 9% Housing Tax Credit Pre-Application Initiation

The screenshot shows a web form titled "Email Address". It contains two input fields: "Email Address*" and "Development Name*", both with asterisks indicating they are required. Below the fields is a button labeled "Begin Pre-Application".

After “Begin Pre-Application” is clicked, an email with a link to the pre-application form will be sent to the email address entered. You will use the link in this email to return to the pre-application form if you do not complete it all at once, so please do not lose the link. **The link should only be shared with persons authorized to access your pre-application form.**

The email will look similar to this:

Development Name: Sunshiney Acres

The URL to access the HTC Pre-Application form is:

https://public-stage.tdhca.state.tx.us/htc_stage/t_hc_pre_app.app_entry.page1?p_init_nbr=19UX657279UE35

If an email is not received, contact Colin Nickells, Competitive Housing Tax Credit Manager, at colin.nickells@tdhca.state.tx.us.

Part One of the pre-application form is the Applicant contact information:



Pre-Application Status	
Application Number	To be assigned
Submitted on	Not Submitted
Submitted by	

Contact Information

◀ Save and Go Back Save Save and Continue ▶

Primary Contact

First Name*	Last Name*
Street Address*	Suite/Apartment Number
City*	State* TX
Zip Code*	
Phone* (999-999-9999)	Email Address*

Secondary Contact

First Name*	Last Name*
Phone* (999-999-9999)	Email Address*
Cannot be the same as Primary Contact	

Consultant Contact

First Name*	Last Name*
Phone* (999-999-9999)	Email Address*

◀ Save and Go Back Save Save and Continue ▶

Here, you will enter contact information for the people to be contacted if questions about the pre-application arise. Make sure these are people who will be available. Deficiency Notices and other important information will be sent to these people via email, so please ensure they have access to the entered email addresses and are available.

Note the status box in the upper right-hand corner. At this point, no application number has been assigned. The application number will not be assigned until this form is completed and saved. If you close your browser at this point, no information that you have entered will be saved. When you click the link in the initiation email, this form will come up and it will be blank.

Throughout the pre-application, **items that are required to be completed are indicated with an asterisk**. All required items must be completed in order to save the form. There are three navigation buttons: "Save", "Save and Go Back", and "Save and Continue". **Use the "Save" button often!** This will prevent having to go back and re-enter information. Use the "Save" button before using the "Save and Go Back" or the "Save and Continue" buttons.

If the navigation buttons ever go inactive, like in the picture below, just refresh your browser.

Contact Information

◀ Save and Go Back Save Save and Continue ▶

Primary Contact

First Name*	Last Name*
Zelda	Significance
Street Address*	City*
	State* Zip Code*

Below is the form after “Save” is clicked. Note the status box now has an application number. The information entered has been saved and will populate each time the pre-application is accessed.

You will have also received an email with the Application number in it. This will help you distinguish between links if you are completing more than one pre-application. Save that email as something like “23017Pre-appEmail” so it is instantly identifiable.



Pre-Application Status	
Application Number	To be assigned
Submitted on	Not Submitted
Submitted by	

Contact Information

◀ Save and Go Back Save Save and Continue ▶

Primary Contact

First Name*	Last Name*
John	Doe
Street Address*	Suite/Apartment Number
221 E 11th Street	
City*	State*
Austin	TX ▼
Zip Code*	
78701	
Phone*	Email Address*
512-123-3333 (999-999-9999)	john.doe@gmail.com

Secondary Contact

First Name*	Last Name*
Mary	Smith
Phone*	Email Address*
512-123-3333 (999-999-9999)	marysmith@gmail.com
<small>Cannot be the same as Primary Contact</small>	

Consultant Contact

First Name	Last Name
Jan	Carson
Phone	Email Address
512-123-4444 (999-999-9999)	jan.c@gmail.com

◀ Save and Go Back Save Save and Continue ▶

The status box also includes a link that will allow you to re-send the application number email at any time. If you leave the form and cannot find the email, you will have to contact the program manager to request the link.

If you are ready to claim another application number, click “Save”, and go start another one.

You don’t have to log out, you can just close the tab. As long as you have saved the document, the information will be there when you return to it via the link in the “#####Pre-appEmail” (# is where the application number is).

If you would like to keep going, click “Save and Continue.”

Part Two of the form is where you will enter development information. For pre-applications proposing New Construction, entries under “Previous TDHCA #” and “Initial Construction Year” are not required. New Construction RAD deals may require an entry under “Units Demolished” and “Units Reconstructed”. All other development types should include information as applicable to provide as complete a description of the development as possible. Note that you can “Save” the document at any point, but you must complete all required items before you can “Save and Continue.”

Name of Proposed Entity*	lala
Development Name*	testsd
Development Type*	Acq/Rehab
Secondary Type*	Adaptive Reuse
Previous TDHCA #	44444
Initial Construction Year	2000
Units Demolished	0
Units Reconstructed	2
# of Non-Contiguous Sites	2
# of Census Tracts*	2
# of 2010 Census Tracts*	2
Target Population*	General
Development Street Address*	address
Development City*	city
Development Zip Code*	44444
Extra-territorial Jurisdiction (ETJ)?*	Yes
Census Designated Place (CDP)?	Yes
County*	Angelina
Region*	2
Rural/Urban*	Rural
Development Latitude*	34.4444
Development Longitude*	-98.444

You can enter as many census tracts as you need to. You MUST enter 11 digits per tract number. If you click “Add”, a new line will appear. You will have to either complete the entry or delete the line to save the form. You need to enter the 2020 Census tracts as well as the 2010 tracts.

Census Tracts			
2020	1	44444444444	<input type="button" value="Add"/> <input type="button" value="Delete"/>

Census Tracts			
2010	1	44444444444	<input type="button" value="Add"/> <input type="button" value="Delete"/>

Take heed of all notes in the pre-application as they provide important information. Be sure that your fees are submitted on time and you send a completed payment receipt form for each check submitted. Nonprofits and CHDOs should indicate the discounted amount on the payment receipt form and pay only that amount. Refunds of fees are only provided if the pre-application is withdrawn.

Total LI Units*	100
Total MR Units*	20
Total Units	120
HTC Request \$ *	1,500,000.00
Pre-App Fee Due \$	1,200

The fee must be accompanied by a completed Multifamily Document and Payment Receipt which includes the application number. Nonprofit and CHDO applicants eligible for 10% discount should indicate discount taken.

Has Fee already been submitted?*	Yes	Name on Check*
		Acres, Inc.
		Enter person or entity whose name is printed on the check
		Check Number*
		35465

Note: The full Pre-Application Fee must be received by the Department prior to the end of the Pre-Application Acceptance Period. The fee must be accompanied by a completed Multifamily Document and Payment Receipt which includes the application number. Pre-Application fees are not refundable unless Pre-Application is withdrawn. See §11.901(2) for more information.

Complete the Set-Aside Election, then save the form and continue based on your next action.

Set-Aside Election

By checking any of the following boxes, Applicant affirms submission under the selected Set-Aside. Applicant understands that, in order for any full Application to qualify for pre-application participation points, set-asides cannot be dropped or added between pre-application and full application submission.

None
 At-Risk
 USDA
 Nonprofit

Enter the name and address of the nearest Housing Tax Credit assisted Development that serves the same Target Population and was awarded 15 or fewer years ago following the calculation established in 10 TAC §11.7(2) according to the Department's property inventory tab of the Site Demographic Characteristics Report:

Closest HTC Development (as part of Tiebreaker)

Closest HTC Development serving same Population:

File Number for the nearest development:

Address of the nearest development:

Year of Award:

Target Population of nearest development:

Part Three covers notifications. Keep evidence of all of your notifications, including evidence of receipt by the addressee. The Department is required to notify the U.S. Representative; the Applicant must notify all other parties required by the QAP. Please note there are now 38 congressional districts, and district boundaries may have changed since redistricting



Texas Department of Housing and Community Affairs
 2019 9% Housing Tax Credit Pre-Application

Pre-Application Status	
Application Number	19017
Submitted on	Not Submitted
Submitted by	
Send Application Number Email	

Notifications

Applicant affirms that all necessary parties have been notified of this application as required by §11.8(b)(2) of the Qualified Allocation Plan ("QAP"), §11.8(b)(2) and §11.203 of the Qualified Allocation Plan ("QAP"), and Texas Government Code §2306.6704 ("Statute") and has hereto attached a list of all notifications. The Department will notify the U.S Representative, and the Applicant is responsible for all other notifications. While not required to be submitted with the pre-application, Applicant has kept evidence of all notifications made. This evidence may be required by the Department at any time during the Application Cycle. Applicant further certifies that the notifications are not older than 3 months from the first day of the Application Acceptance Period and that a reasonable search for applicable entities has been conducted..

Name of U.S. Representative*	District*
<input type="text" value="My US Rep"/>	<input type="text" value="1"/>
Name of State Senator*	District*
<input type="text" value="My State Senator"/>	<input type="text" value="2"/>
Name of State Representative*	District*
<input type="text" value="My State Rep"/>	<input type="text" value="3"/>

Next are the local officials.

School District Information			
School Superintendent*	District Name*		
My School Super	Austin ISD		
Street Address*			
345 6th Street			
City*	State	Zip Code*	
Austin	TX	78702	
Presiding Officer of Board of Trustees*			
My Prez			
Street Address*			
345 6th Street			
City*	State	Zip Code*	
Austin	TX	78702	

Elected Officials			
1	Official Name	Office	<input type="button" value="Add"/>
	Mr. Mayor	Mayor	<input type="button" value="Delete"/>
2	Official Name	Office	<input type="button" value="Add"/>
	Ms. County Judge	County Judge	<input type="button" value="Delete"/>

You must enter all of the elected officials as you need to notify. If you click “Add”, a new line will appear. You will have to either complete the entry or delete the line to save the form.

Last are the Neighborhood Organizations. If the answer to the question is no, you will see this:

Neighborhood Organizations

Are there Neighborhood Organizations on record with the county or state 30 days prior to the beginning of the Application Acceptance Period whose boundaries include the entire Development Site?

No

By selecting "No" Applicant certifies having no knowledge of any Neighborhood Organizations meeting the requirements of §11.9(d)(4) of the QAP and/or Texas Government Code §2306.004(23-a) and having boundaries that contain the Development Site.

If the answer is yes, you will be able to enter information about as many organizations as you need to. If you click “Add”, a new line will appear. You will have to either complete the entry or delete the line to save the form.

Neighborhood Organizations

Are there Neighborhood Organizations on record with the county or state 30 days prior to the beginning of the Application Acceptance Period whose boundaries include the entire Development Site?

Yes

Neighborhood Organizations					
1	Organization Name				<input type="button" value="Add"/>
	Street Address	City	State	Zip Code	<input type="button" value="Delete"/>
			TX		

Part Four is where you will select your self-score items. Here, I have made random selections with no regard for rule limitations. QAP references are included so that you can be sure you understand the requirements for each item. For illustrative purposes, I have selected 7 points under §11.9(c)(2) Rent levels of Residents. To qualify for 7 points, at least 5% of all Low-Income Units will be at 30% or less of A MGI. If my Application does not support this, my self-score will change by two points (of the four I am allowed before I lose my pre-application points).

Do not just select the highest number when you enter these scores.

The Applicant is responsible for understanding whether the Development qualifies under each of the point categories below. The QAP reference is provided and Applicants are encouraged to read the full rule prior to electing points under any of these categories.

Criteria Promoting Development of High Quality Housing		
Unit Sizes*	6 ▼	§11.9(b)(1)(A)
Unit, Development Construction, and Energy and Water Efficiency Features*	9 ▼	§11.9(b)(1)(B)
Sponsor Characteristics*	0 ▼	§11.9(b)(2)(A) or (B)
High Quality Housing Total	15	

Criteria to Serve and Support Texans Most in Need		
Income Levels of Residents*	11 ▼	§11.9(c)(1)
Rent Levels of Residents*	7 ▼	§11.9(c)(2)
Resident Services*	11 ▼	§11.9(c)(3)
Opportunity Index*	1 ▼	§11.9(c)(4)
Underserved Area*	5 ▼	§11.9(c)(5)
Resident Populations with Special Housing Needs*	0 ▼	§11.9(c)(6)
Proximity to Job Areas*	1 ▼	§11.9(c)(7)
Serve and Support Texans Most in Need Total	36	

Criteria Promoting Community Support and Engagement		
Commitment of Development Funding		

Criteria Promoting Community Support and Engagement

Commitment of Development Funding by Local Political Subdivision*	1	§11.9(d)(2)
Declared Disaster Area*	10	§11.9(d)(3)
As of November 18, 2022, all counties in Texas are eligible for points under §11.9(d)(3) of the QAP.		
Community Support and Engagement Total	11	

Criteria Promoting Efficient Use of Limited Resources and Applicant Accountability

Financial Feasibility*	24	§11.9(e)(1)
Cost of Development per Square Foot*	11	§11.9(e)(2)
Pre-Application Participation*	6	§11.9(e)(3)
Leveraging Private, State and Federal Resources*	1	§11.9(e)(4)
Extended Affordability*	2	§11.9(e)(5)
Historic Preservation*	0	§11.9(e)(6)
Right of First Refusal*	0	§11.9(e)(7)
Funding Request Amount*	0	§11.9(e)(8)
Efficient Use of Limited Resources and Applicant Accountability Total	44	
Point Adjustment		Enter negative number. Attach staff determination on last page.
Total Applicant Self-Score	106	

Intent to Request Points for Items not Included in the Applicant's Self-Score

These items will not be counted in the self-score. Applicants intending to request points for these items should be actively working toward obtaining the necessary documentation to be submitted by the Full Application Deadline.

Readiness to Proceed _____

Intent to Request Points for Items not Included in the Applicant's Self-Score

These items will not be counted in the self-score. Applicants intending to request points for these items should be actively working toward obtaining the necessary documentation to be submitted by the Full Application Deadline.

Readiness to Proceed

Due to continued economic uncertainty, scoring for all Applicants under this item is suspended (no points may be requested, nor will they be awarded) for 2023 HTC Applications.

§11.9(c)(8)

Local Government Support*

- 0 points
- 7 points
- 8.5 points
- 14 points
- 17 points

§11.9(d)(1)

Quantifiable Community Participation*

- 0 points
- 4 points
- 6 points
- 8 points
- 9 points

§11.9(d)(4)

Letter or No Letter from a State Representative*

- Letter
- No letter
- 8 points
- 4 points
- 0 points
- 4 points

9 points

Letter or No Letter from a State Representative*

Letter
 No letter
 -8 points
 -4 points
 0 points
 4 points
 8 points

§11.9(d)(5)

Input from Community Organizations*

0 points §11.9(d)(6)
 2 points
 4 points

Concerted Revitalization Plan*

0 points §11.9(d)(7)
 5 points
 7 points

Then you will indicate the items not on the self-score for which you intend to score points. **Please note there are no Readiness to Proceed points available under §11.9(e)(9) of the Qualified Allocation Plan for 2023 HTC Applications.**

Part Five is where you will upload required documents. We suggest creating a folder that holds all of your final documents. That way, you can be more certain of what you are submitting.

Select the file type to upload, and then click “Browse” to navigate to that folder and only select documents from that folder. Click “Upload the File Now,” and the file name should appear as a hyperlink (see image below for demonstrative examples, the specific links themselves may vary depending on program year). Applicants that claim points in Underserved and Proximity to Jobs will need to submit documentation on the score items

Upload a File

Select a file type

Upload the File Now

Files Uploaded for this Pre-Application
<p>Site Control Documentation* By attaching the Site Control Documentation, Applicant affirms that the site control conforms to all applicable requirements including §11.204(10) of the QAP.</p> <p>HTC2022.xlsx</p>
<p>Census Tract Map* If a discrepancy exists between the census tract map and the number entered on the Development Information page, staff will use the census tract listed on the map</p> <p>ActiveTBRACounties.xlsx</p>
<p>Proximity to Jobs Pursuant to 11.8(b)(1) Required if points are selected</p> <p>ActiveHRACounties.csv</p>
<p>Underserved area Pursuant to 11.8(b)(1) Required if points are selected</p> <p>HomeHTF_spatial_join(1).xlsx</p>
<p>Other Pertinent Information Use this space to upload additional documents (additional Census Tract/Site Control documents, Staff Determinations, Narrative, etc.).</p> <p>mfds_JDB(1).xlsx</p>

Below is the page after uploads have been selected. Clicking the hyperlinks should open the uploaded document. If the document does not open, it was not uploaded properly. **If it does not open for you, it will not open for us.** Click "remove" and upload the document again. If you are having trouble uploading documents, contact Colin Nickells, Competitive Housing Tax Credit Manager, at colin.nickells@tdhca.state.tx.us.

This form doubles as the Electronic Filing Agreement.

Note this page does not have a "Save" button. Upload(s) will only be saved when the pre-application is submitted.

Part Six is the pre-application certification. Read it carefully. You cannot submit the pre-application without completing the certification. Then, if you are ready to do so, click "Submit the Pre-Application."

Note that this page does not have a "Save" button. If you do not submit the pre-application at this point, this page, along with the previous page, will not be saved.



**Texas Department of Housing
and Community Affairs**
2019 9% Housing Tax Credit Pre-Application

Pre-Application Status	
Application Number	19017
Submitted on	Not Submitted
Submitted by	
Send Application Number Email	

Pre-Application Submission

[◀ Back](#)

[Continue ▶](#)

By submitting this Application, Applicant hereby makes an Application to the Texas Department of Housing and Community Affairs. The Applicant further affirms that they have read and understand the Rules and the QAP. Specifically, the Applicant understands the requirements under §11.101 and §11.903 of the QAP, related to Site and Development Requirements and Restrictions and Adherence to Obligations, as well as Internal Revenue Code Section 42. By checking this box, Applicant is affirming that all statements and representations made in this document, including all supporting materials, are true and correct under penalty of Chapter 37 of the Texas Penal Code titled Perjury and Other Falsification and subject to criminal penalties as defined by the State of Texas. TEX. PENAL CODE ANN. §1.01 - §71.05 et seq. (VERNON 2003 & SUPP. 2007).

Name of person submitting this pre-application	<input type="text" value="Sharon Gamble"/>	<input type="button" value="Submit Pre-Application"/>
<input checked="" type="checkbox"/> I affirm that, prior to submitting this pre-application, I reviewed the information entered into the pre-application and checked the links to all attachments to verify that the attachments were successfully uploaded, that they are complete, and that they represent the documents I intended to submit with the pre-application.		

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[Continue ▶](#)

When you submit the pre-application, you will see the next page (images are demonstrative):



Texas Department of Housing
and Community Affairs
2019 9% Housing Tax Credit Pre-Application

Pre-Application Status	
Application Number	19017
Submitted on	12/11/2018 09:52 am
Submitted by	Sharon Gamble
Send Application Number Email	

Pre-Application Submission

This Pre-Application has been submitted.

Submitted on 12/11/2018 09:52 AM
Submitted by Sharon Gamble

[Click here for a printer-friendly view of this application](#)

By submitting this Application, Applicant hereby makes an Application to the Texas Department of Housing and Community Affairs. The Applicant further affirms that they have read and understand the Rules and the QAP. Specifically, the Applicant understands the requirements under §11.101 and §11.903 of the QAP, related to Site and Development Requirements and Restrictions and Adherence to Obligations, as well as Internal Revenue Code Section 42. By checking this box, Applicant is affirming that all statements and representations made in this document, including all supporting materials, are true and correct under penalty of Chapter 37 of the Texas Penal Code titled Perjury and Other Falsification and subject to criminal penalties as defined by the State of Texas. TEX. PENAL CODE ANN. §1.01 - §71.05 et seq. (VERNON 2003 & SUPP. 2007).

If you believe that you've made a mistake, you may revoke submission of this pre-application and then edit the pre-application as needed. Revoking a submission will remove this pre-application from consideration by TDHCA. No data will be lost and you can submit it again anytime until the cutoff date and time for pre-application submissions

Congratulations! You have submitted your pre-application. The date/time stamp that you see there in the upper right-hand corner and in the green box is logged in our system. You can use the link in the green box to print or save a PDF of the pre-application, which will include the date/time information above.

12/11/2018 9:59 am Page 1 of 3

Texas Department of Housing and Community Affairs
2019 9% Housing Tax Credit Pre-Application

Application Number: 19017
Submitted Date: 12/11/2018 9:52AM
Submitted By: Sharon Gamble

Contact Information

Primary Contact: Sharon Gamble 221 E 11th Street Austin, TX 78701	Phone: 512-936-7834 Email: sgamble@tdhca.state.tx.us
Secondary Contact: Mami Holloway	Phone: 512-475-1676 Email: mholloway@tdhca.state.tx.us
Consultant Contact: Patrick Russell	Phone: 512-475-1234 Email: prussell@tdhca.state.tx.us

You will also receive an email acknowledging receipt of the pre-application. No further acknowledgement of receipt will be made. Importantly, the date and time of receipt will be based on the date/time stamp on the pre-application form, not the date and time indicated on the acknowledgement email.

If you review the PDF and you notice a mistake, you can fix it. To edit the pre-application, you will have to revoke the submission.



Texas Department of Housing
and Community Affairs
2019 9% Housing Tax Credit Pre-Application

Pre-Application Status	
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Submitted on	12/11/2018 09:52 am
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Pre-Application Submission

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This Pre-Application has been submitted.
Submitted on 12/11/2018 09:52 AM
Submitted by Sharon Gamble
[Click here for a printer-friendly view of this application](#)

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If you believe that you've made a mistake, you may revoke submission of this pre-application and then edit the pre-application as needed. Revoking a submission will remove this pre-application from consideration by TDHCA. No data will be lost and you can submit it again anytime until the cutoff date and time for pre-application submissions

[! Revoke Pre-Application Submission !](#)

[◀ Back](#) [Continue ▶](#)

The red box above gives you that option via the “!Revoke Pre-Application Submission!” button. Revoking a submission will remove the pre-application from consideration by TDHCA. No data will be lost and you can submit it again anytime until the cutoff date and time for pre-application submissions.

IF YOU REVOKE THE SUBMISSION, YOU MUST
RESUBMIT THE PRE-APPLICATION PRIOR TO THE
DEADLINE!

You will get the following warning:



Texas Department of Housing
and Community Affairs
2019 9% Housing Tax Credit Pre-Application

Pre-Application Status	
Application Number	19017
Submitted on	12/11/2018 09:52 am
Submitted by	Sharon Gamble
Send Application Number Email	

Pre-Application Submission

◀ Back Continue ▶

This Pre-Application has been submitted.

Submitted on 12/11/2018 09:52 AM
Submitted by Sharon Gamble

[Click here for a printer-friendly view of this application](#)

By submitting this Application, Applicant hereby makes an Application to the Texas Department of Housing and Community Affairs. The Applicant further affirms that they have read and understand the Rules and the QAP. Specifically, the Applicant understands the requirements under §11.101 and §11.903 of the QAP, related to Site and Development Requirements and Restrictions and Adherence to Obligations, as well as Internal Revenue Code Section 42. By checking this box, Applicant is affirming that all statements and representations made in this document, including all supporting materials, are true and correct under penalty of Chapter 37 of the Texas Penal Code titled Perjury and Other Falsification and subject to criminal penalties as defined by the State of Texas. TEX. PENAL CODE ANN. §1.01 - §71.05 et seq. (VERNON 2003 & SUPP. 2007).

Message from webpage

?

REVOKE Pre-Application Submission !

Are you sure?

! WARNING ! WARNING ! WARNING !

If you revoke this submission the application will not be considered by TDHCA! It will be as if you had never submitted it.

OK Cancel

Notification of your action, shown here in the green box, is logged into our system. Notice below that the date/time stamp is gone. As far as we are concerned, at this point the pre-application was never submitted.



Texas Department of Housing
and Community Affairs
2019 9% Housing Tax Credit Pre-Application

Pre-Application Status	
Application Number	19017
Submitted on	Not Submitted
Submitted by	
Send Application Number Email	

Pre-Application Submission

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Success

Application submission has been revoked

By submitting this Application, Applicant hereby makes an Application to the Texas Department of Housing and Community Affairs. The Applicant further affirms that they have read and understand the Rules and the QAP. Specifically, the Applicant understands the requirements under §11.101 and §11.903 of the QAP, related to Site and Development Requirements and Restrictions and Adherence to Obligations, as well as Internal Revenue Code Section 42. By checking this box, Applicant is affirming that all statements and representations made in this document, including all supporting materials, are true and correct under penalty of Chapter 37 of the Texas Penal Code titled Perjury and Other Falsification and subject to criminal penalties as defined by the State of Texas. TEX. PENAL CODE ANN. §1.01 - §71.05 et seq. (VERNON 2003 & SUPP. 2007).

Name of person submitting this pre-application

I affirm that, prior to submitting this pre-application, I reviewed the information entered into the pre-application and checked the links to all attachments to verify that the attachments were successfully uploaded, that they are complete, and that they represent the documents I intended to submit with the pre-application.

◀ Back Continue ▶

You can scroll back through the form, making edits at will. When you are finished editing the pre-application, **re-check your document links to make sure they still properly work.** You can then return to the submission page and re-submit the pre-application. Note the revised date/time stamp below.

You can revoke, edit and re-submit as many times as you need to, just make sure that your final date/time stamp is on or before January 6, 2023, at 5:00 p.m. Austin local time for HTC Pre-Application(s).



Texas Department of Housing
and Community Affairs
2019 9% Housing Tax Credit Pre-Application

Pre-Application Status	
Application Number	19017
Submitted on	12/11/2018 10:21 am
Submitted by	Sharon Gamble
Send Application Number Email	

Pre-Application Submission

This Pre-Application has been submitted.

Submitted on 12/11/2018 10:21 AM
Submitted by Sharon Gamble

[Click here for a printer-friendly view of this application](#)

By submitting this Application, Applicant hereby makes an Application to the Texas Department of Housing and Community Affairs. The Applicant further affirms that they have read and understand the Rules and the QAP. Specifically, the Applicant understands the requirements under §11.101 and §11.903 of the QAP, related to Site and Development Requirements and Restrictions and Adherence to Obligations, as well as Internal Revenue Code Section 42. By checking this box, Applicant is affirming that all statements and representations made in this document, including all supporting materials, are true and correct under penalty of Chapter 37 of the Texas Penal Code titled Perjury and Other Falsification and subject to criminal penalties as defined by the State of Texas. TEX. PENAL CODE ANN. §1.01 - §71.05 et seq. (VERNON 2003 & SUPP. 2007).

If you believe that you've made a mistake, you may revoke submission of this pre-application and then edit the pre-application as needed. Revoking a submission will remove this pre-application from consideration by TDHCA. No data will be lost and you can submit it again anytime until the cutoff date and time for pre-application submissions

Questions about pre-application submission can be sent to colin.nickells@tdhca.state.tx.us. Although the text of the Final Pre-Application may change year-to-year (as corresponding rules change), the submission procedures outlined in this form should be followed carefully.