

Members Only: OASYS and the AHP Application



FHLB Mission

Provide our member-stockholders with financial services and a competitive return on their capital investment to help them facilitate and expand housing finance and community investment and achieve their objectives for liquidity and asset liability management through:

- Advances/Letters of Credit
- Mortgage Purchase Program
- Affordable Housing Program
- Community Investment



HCI Mission

Accomplished via the following programs:

- Affordable Housing Program (AHP)
- Disaster Reconstruction Program (DRP)
- Carol M. Peterson Housing Fund (CMPHF)
- Responsive, Inclusive, Supportive, and Empowering Program (RISE)
- Economic Development Program (EDP)
- Community Investment Program (CIP)
- Welcome Home Program (WHP)
- Zero Interest Fund (ZIF)

Affordable Housing Program

- Provides direct grants to help develop housing for very low- to moderate-income households.
 - Federally regulated.
 - AHP Implementation Plan sets forth policies for administering the federal regulations.
- Competitive application process; projects evaluated based on:
 - Eligibility and threshold requirements
 - Financial feasibility
 - Scoring criteria

AHP Fills the Gap in Funding

- AHP funds complete the funding structure.
- Make the project more affordable.
 - Reduce the amount of debt and other funding required.
- Reduce the Member's credit risk.
 - Reduce loan-to-value.
 - If project will have debt, Member must close first mortgage.

AHP Participants

- **Members** are financial institutions.
 - All applications must have a member, as only a member of FHLB Cincinnati can submit an AHP application.
 - Projects receive more points in the AHP scoring system for higher levels of member financial participation.
- **Sponsors** are housing providers and developers.
 - May be non-profit organizations, for-profit entities, government agencies, or other types of organizations.
 - Responsible for conceptualizing the AHP project and completing the majority of the application.
- An application can have up to 2 members/sponsors.

AHP Funds Flow



AHP Subsidy



Member



Project



Why support an AHP project?

- Increase CRA rating/receive CRA credit
- Improve the communities you serve
- Positive public relations
- Draw customers to other lines of business
- Attract business of affordable housing developers
- Profit from construction/permanent loans

Member's Risk

- Risk factors associated with AHP funding for provision of a loan to the project:
 - Sponsor/project's ability to comply with grant parameters.
 - Accuracy of information contained in the AHP application.
- Projects with no debt subject the Member to minimal risk.
- Rental projects have a 15-year compliance period, though members are not responsible for the compliance.

AHP Eligible Uses

- Ownership or rental housing, including:
 - Traditional multi-family or single-family housing
 - Scattered or single sites
 - Transitional housing
 - Group homes/special purpose housing
 - Shelter housing
- Costs directly related to housing development
 - New construction
 - Rehabilitation
 - Acquisition/purchase of land or buildings

Not Eligible for AHP

- Facilities that require a “Certificate of Need” or licensure as an ICF or ICF/MR
- Land banking
- Pre-development costs (only)
- Refinance (only)
- Operating costs
- Commercial or other non-residential space
- Social services
- Capitalized reserves

AHP Threshold Requirements

- Development costs are reasonable.
- Enough funds to cover all project costs.
- Market demand for the housing at the income and occupancy targets and rent or mortgage expected.
- Appropriate for the population being served.
- Affirmative marketing to the target population.
- Compliance with all Fair Housing, anti-predatory lending, and accessibility laws.

More Threshold Requirements

- Sponsor has project experience/capacity.
- Sponsor has site control (rental projects only).
- Rental projects must have at least 20% of the units occupied by households with incomes at or below 50% of the area median income.
- Units must be “affordable” to targeted households.
 - Rental projects: no more than 30% of tenant’s monthly income.
 - Ownership projects: no more than 31% of buyer’s monthly income.
- Project must begin within 12 months of award and be complete within 36 months of award.

AHP Feasibility Guidelines

- Total Project Cost (TPC)/Unit $\leq \$200,000$
 - Total Project Cost/Bed $\leq \$55,000$
- Tax Credit Sale Price $\geq \$0.80$
- Hard/Soft Costs Contingencies $\leq 10\% - 20\%$
- Total Contractor Costs $\leq 14\%$
- Developer Fee $\leq 15\%$
 - Owner-occupied Rehab or Acquisition Only $\leq 10\%$ or $\leq 5\%$
- AHP Subsidy/Unit $\leq \$50,000$
 - AHP Subsidy/Bed $\leq \$15,000$
- Total AHP subsidy lesser of \$1,000,000 or 75% of TRC

More Feasibility Guidelines

- Operating Cost/Traditional Unit $\leq \$5,500$
 - Operating Cost/Bed $\leq \$4,000$
 - Operating Cost/Permanent Supporting Housing Unit $\leq \$6,000$
- Debt Coverage Ratio (first 15 years of operations) 1.00 - 1.50
- Expense to Income Ratio (for no-debt projects) $\geq 80\%$
- Annual Replacement Reserve/Unit $\leq \$400$
 - Annual Replacement Reserve/Bed $\leq \$200$
- Vacancy Ratio $\leq 10\%$
- Management Fee $\leq 10\%$
- Capitalized Costs 12 – 15 months of expenses

AHP Scoring Criteria (100 point system)

- FHLB Cincinnati Priorities

- Member Participation (5)
- First-time Homebuyers (5)
- Community Involvement (3)
- Projects in OH, KY& TN (5)
- Special Needs Housing (10)
- Housing in Appalachia (3)
- Funding Commitments (4)
- AHP Leveraging (5)

- All FHLBs

- Donated Property (5)
- Sponsorship (5)
- Empowerment (5)
- AHP Subsidy per Unit (10)
- Income Targeting (20)
- Homeless Housing (5)
- Community Stability (10)

Member Participation Scoring

- Cash contribution of at least \$500 (1 point)
- First mortgage permanent loan(s) (2 points)
 - Must have a term(s) of at least 15 years
 - Must close at least 51% of loans for ownership projects
 - Issuing bonds for a project also qualifies, but participating in a loan(s) does not
- Construction/bridge loan (1 point)

Member Participation Scoring (cont.)

- Servicing of loans made by the Sponsor (1 point)
 - Must be at no cost to Sponsor
 - Only applicable to ownership projects
- Reduction on loan rates of at least 0.5% below the Member's usual rate
 - For construction/bridge loans (1 point) OR
 - For permanent loans (2 points)
- Use of a non-subsidized FHLB advance (1 point)

AHP Application Process

- Sponsor Steps:
 - Registers online for an account in OASYS,
 - Completes the online application and uploads all required documents, and
 - Submits the application to the Member electronically.
- Member Steps:
 - Reviews the application,
 - Completes Member certifications, and
 - Submits the application electronically to FHLB Cincinnati.

What Sponsors Need to Apply

- Sponsor plans the project including:
 - Project type (ownership, owner-occupied rehab, or rental);
 - Location (site control or acquisition plan);
 - Income and occupancy targets (special needs/elderly/homeless);
 - Size and number of housing units or beds (floor plan);
 - Development costs (valid cost estimates);
 - Sources of funds for development (including AHP subsidy);
 - Rent or mortgage payment for targeted households; and,
 - Operating costs and source(s) of funds (if rental).
- Member should verify the project has a plan.

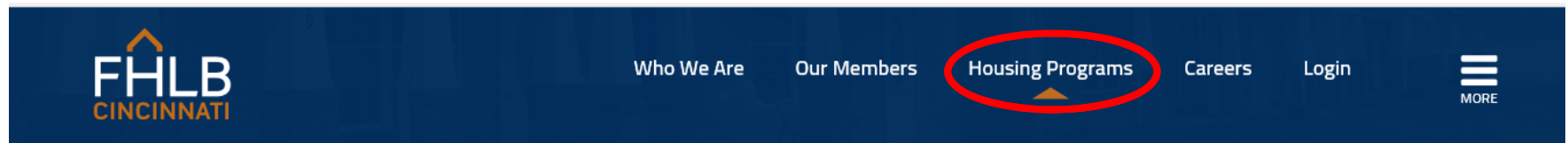
What Members Need from Sponsors

- Meeting with Sponsor to review project plan;
- Determination of what type of contributions or concessions are requested for the project;
- Material to underwrite the Sponsor and project to the Member's specifications, if a loan is needed; and,
- The online application submission with enough time to allow the Member to obtain necessary approvals before FHLB's application deadline.

Online Application for Members

- Members can access the AHP online application through the Members Only website or through the HCI Online Application System (OASYS) Log In.
- Members Only Username and Password is required for access to either website.
- Only the FHLB administrator at the Member institution can request creation of a new Members Only account. To make the request:
 - Ask the FHLB administrator to complete the “Members Only User Authorization Form” in Members Only.
 - Call the FHLB ServiceDesk at (800) 781-3090 for help.

FHLB Public Website, fhllbcin.com



[HOME](#) > [HOUSING PROGRAMS](#)

HOUSING PROGRAMS

[Affordable Housing Program](#)

[Welcome Home Program](#)

[RISE Program](#)

[Disaster Reconstruction Program](#)

[Carol M. Peterson Housing Fund](#)

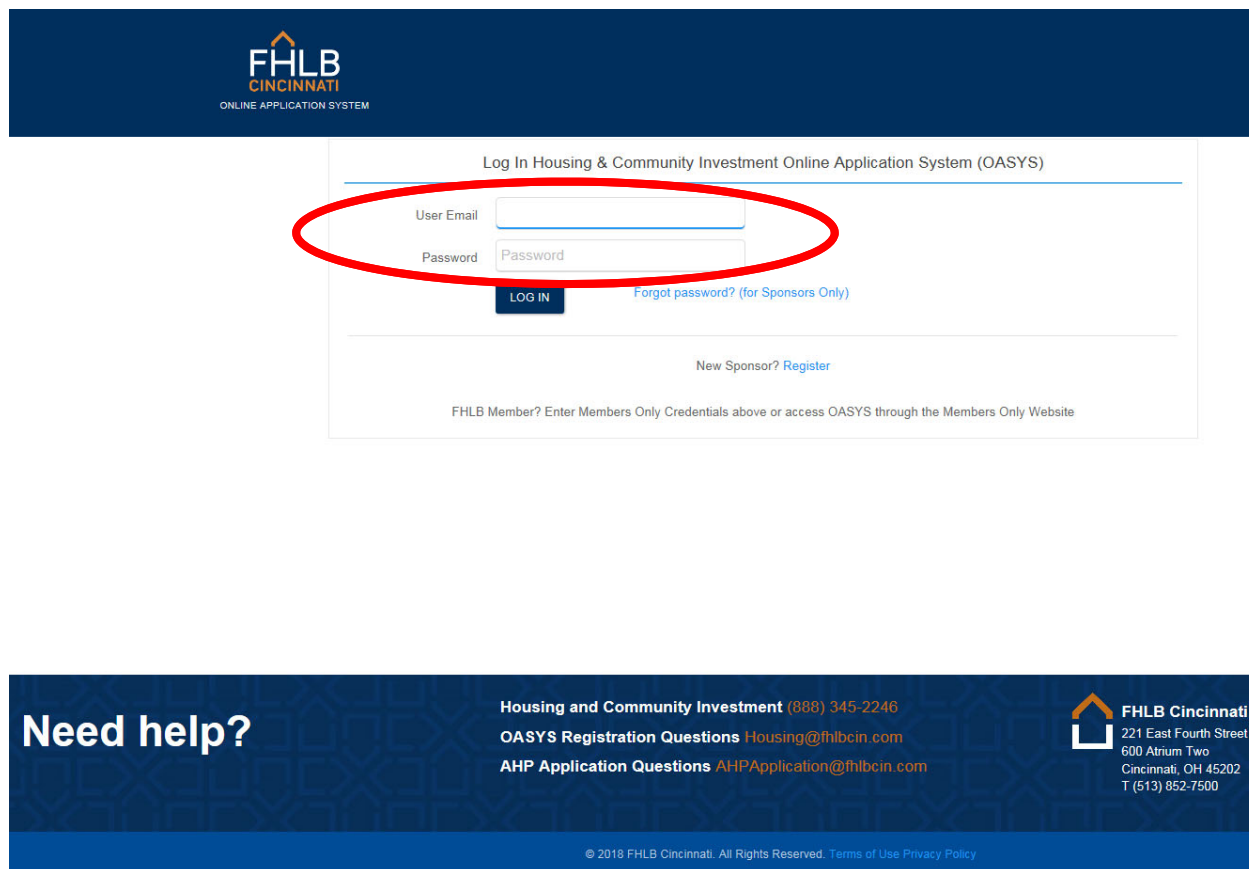
AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT are an important part of our mission. The Federal Home Loan Bank of Cincinnati (FHLB) plays a vital role in supporting affordable housing and economic development initiatives throughout our Fifth District states of Kentucky, Ohio and Tennessee.

The FHLB offers a range of flexible programs to help our member financial institutions and housing partners build strong communities, whether it involves single-family housing, housing for special needs households, community infrastructure or job creation.

[AHP Application OASYS Login](#)

Programs

OASYS Login Screen



The screenshot displays the OASYS login interface. At the top, the FHLB CINCINNATI logo is shown with the text 'ONLINE APPLICATION SYSTEM' below it. The main heading reads 'Log In Housing & Community Investment Online Application System (OASYS)'. Below this, there are two input fields: 'User Email' and 'Password'. These fields are circled in red. A 'LOG IN' button is positioned below the password field. To the right of the button is a link that says 'Forgot password? (for Sponsors Only)'. Below the login section, there is a link for 'New Sponsor? Register'. At the bottom of the login area, a note states: 'FHLB Member? Enter Members Only Credentials above or access OASYS through the Members Only Website'. The footer contains a 'Need help?' section with contact information for Housing and Community Investment, OASYS Registration Questions, and AHP Application Questions. The FHLB Cincinnati address and phone number are also listed. A copyright notice at the bottom reads '© 2018 FHLB Cincinnati. All Rights Reserved. Terms of Use Privacy Policy'.

FHLB CINCINNATI
ONLINE APPLICATION SYSTEM

Log In Housing & Community Investment Online Application System (OASYS)

User Email

Password

LOG IN [Forgot password? \(for Sponsors Only\)](#)

[New Sponsor? Register](#)

FHLB Member? Enter Members Only Credentials above or access OASYS through the Members Only Website

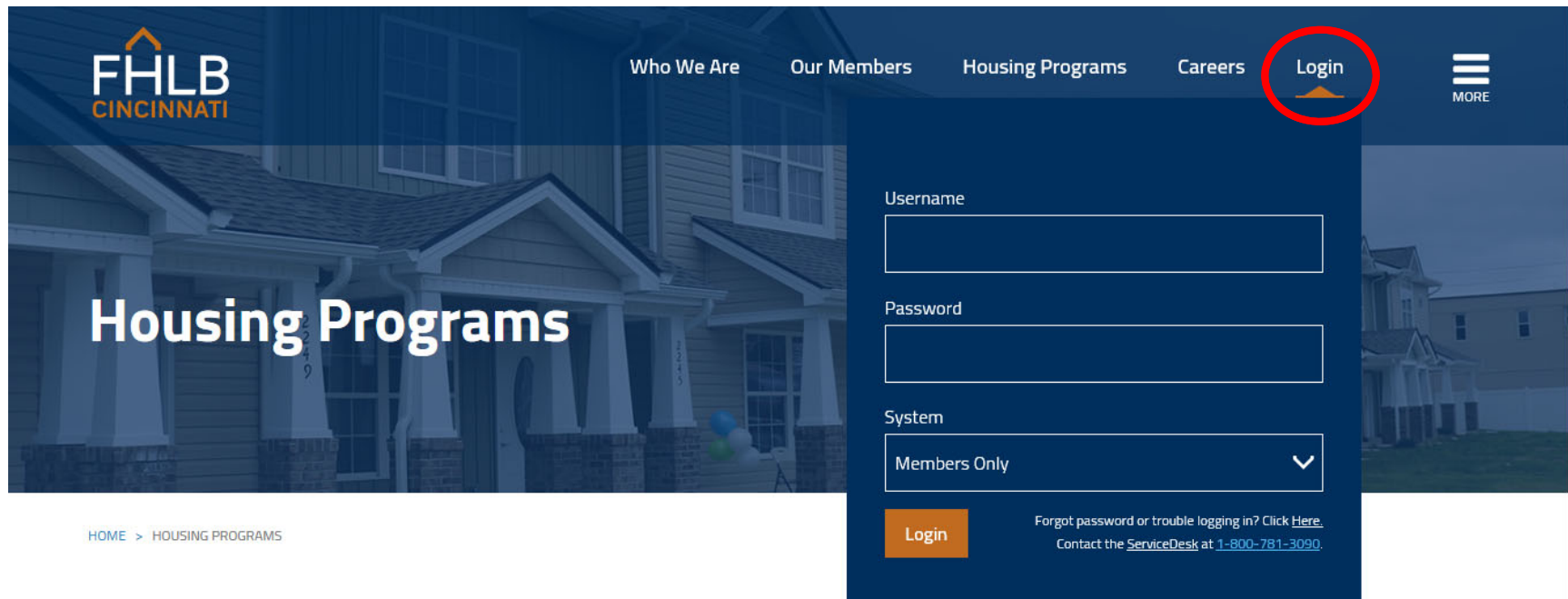
Need help?

Housing and Community Investment (888) 345-2246
OASYS Registration Questions Housing@fhbcin.com
AHP Application Questions AHPApplication@fhbcin.com

FHLB Cincinnati
221 East Fourth Street
600 Atrium Two
Cincinnati, OH 45202
T (513) 852-7500

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Members Only Login



The screenshot shows the FHLB Cincinnati website with a dark blue header. The navigation menu includes 'Who We Are', 'Our Members', 'Housing Programs', 'Careers', and 'Login' (highlighted with a red circle). A 'MORE' button is also present. The main content area features a large image of a house with the text 'Housing Programs'. Below this, a breadcrumb trail reads 'HOME > HOUSING PROGRAMS'. The login form is a dark blue overlay with the following fields: 'Username' (text input), 'Password' (password input), and 'System' (dropdown menu set to 'Members Only'). A 'Login' button is at the bottom left of the form. To the right of the button, there is a link: 'Forgot password or trouble logging in? Click [Here](#). Contact the [ServiceDesk](#) at 1-800-781-3090.'

FHLB CINCINNATI

Who We Are Our Members Housing Programs Careers **Login** MORE

Housing Programs

HOME > HOUSING PROGRAMS

Username

Password

System
Members Only

Login

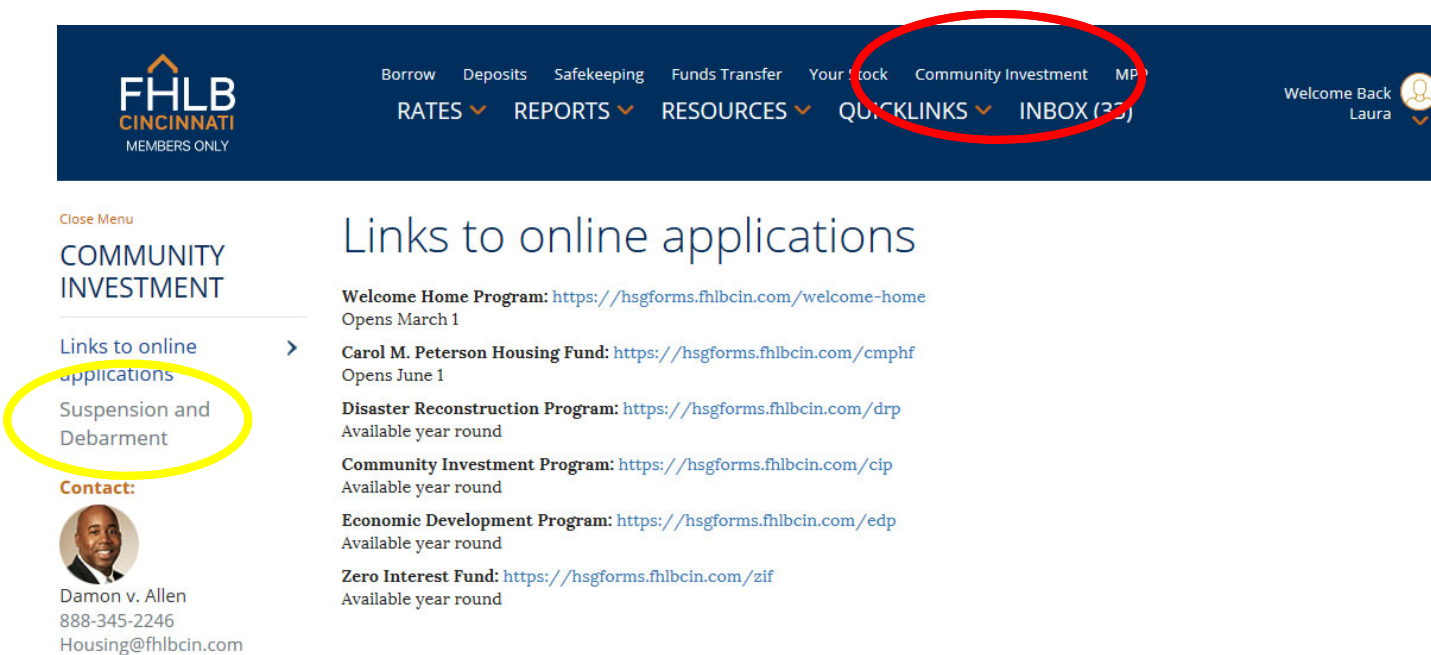
[Forgot password or trouble logging in? Click Here.](#)
Contact the [ServiceDesk](#) at 1-800-781-3090.

Accessing OASYS via Members Only

The screenshot displays the FHLB Cincinnati Members Only portal. The top navigation bar includes links for Borrow, Deposits, Safeguarding, Funds Transfer, Your Stock, Community Investment, and MPP. Below this, there are tabs for RATES, REPORTS, RESOURCES, QUICKLINKS, and INBOX (32). The main content area is divided into several sections:

- Rates:** A table showing interest rates for REPO Overnight (1.84%), CMA Variable (1.94%), and CMA Fixed 2 week (1.85%).
- Balances:** A section for Members Only with a dropdown menu showing a balance of \$00000. It lists various account types: Advances, LOCs, Safeguarding, DCA, and Capital Stock.
- Collateral-based borrowing capacity:** A section with a bar chart showing available capacity.
- Housing programs open for application:** A list of programs including:
 - Welcome Home
 - Online Application System (OASYS) - Open for AHP applications 8 a.m. June 15 (This link is circled in yellow)
 - Carol M. Peterson Housing Fund
 - Disaster Reconstruction Program
 - Community Investment Program
- Inbox:** A list of recent messages and announcements, including market mums and disaster reconstruction funds.

Suspension and Debarment within Members Only




The screenshot shows the FHLB Cincinnati Members Only portal. The top navigation bar includes links for Borrow, Deposits, Safekeeping, Funds Transfer, Your Stock, Community Investment, and MP. Below this, there are links for RATES, REPORTS, RESOURCES, QUICKLINKS, and INBOX (35). The 'QUICKLINKS' link is circled in red. On the right, there is a 'Welcome Back Laura' message with a user icon. The left sidebar shows a 'Close Menu' button and a 'COMMUNITY INVESTMENT' section. Under this section, there is a link for 'Links to online applications' which is circled in yellow. Below this link, there is a link for 'Suspension and Debarment' which is also circled in yellow. Further down, there is a 'Contact:' section with a photo of Damon v. Allen and his contact information: 888-345-2246 and Housing@fhlbcin.com. The main content area is titled 'Links to online applications' and lists several programs with their respective URLs and availability:

- Welcome Home Program:** <https://hsgforms.fhlbcin.com/welcome-home>
Opens March 1
- Carol M. Peterson Housing Fund:** <https://hsgforms.fhlbcin.com/cmphf>
Opens June 1
- Disaster Reconstruction Program:** <https://hsgforms.fhlbcin.com/drp>
Available year round
- Community Investment Program:** <https://hsgforms.fhlbcin.com/cip>
Available year round
- Economic Development Program:** <https://hsgforms.fhlbcin.com/edp>
Available year round
- Zero Interest Fund:** <https://hsgforms.fhlbcin.com/zif>
Available year round



OASYS Member Dashboard

Click on the application number link to open the application.

Version: 1.0.18142.1
Date: 5/22/18 11:19 AM
Domain: userextranet



MEMBERS ONLY HOME CONTACT FAQ

Welcome to OASYS

Welcome to FHLB's new Housing and Community Investment (HCI) online application system, OASYS! This dashboard is composed of fields that allow Sponsors and Members to apply for funding and manage projects funded through any HCI program. Currently, the dashboard only provides access to the new Affordable Housing Program (AHP) online application. In the future, OASYS will provide access to applications for other HCI programs, submission portals for monitoring reports and disbursement requests, and an overview of all of your organization's HCI program applications and projects.

Please familiarize yourself with this dashboard and the information provided in each of the different fields. Refer to the **Announcements** field each time you login, as FHLB will use this field to communicate important messages. Use the **Sponsor Profile** link above to view organization and user information, contact HCI, or access information on frequently asked questions.

Apply

☒ AHP closes 08/08/2018 5:00 PM [APPLY](#)

Announcements

May 03, 2018
2018 AHP Offering - Important Information > [Read More](#)

May 03, 2018
Disaster Reconstruction Program funds still available > [Read More](#)

Projects and Online Applications

Project / Application	Project Type	Project Name	Primary Member Name	Primary Sponsor Name	AHP Requested	Total Units/Beds	Project Location	Total Project Costs	Project Stage
170014	Rental	Highland Street Project	The Huntington National Bank - Columbus, OH	Hope of Martin Community Development Corporation	\$230,000.00	10	Martin, TN	\$741,460.09	Not Submitted
170017	Owner	Cave Run HFH 2016	The Huntington National Bank - Columbus, OH	Cave Run Area Habitat for Humanity	\$106,250.00	5	KY - Morgan County	\$456,250.00	Not Submitted
170018	Owner	Homeowner Rehab Project 2016	The Huntington National Bank - Columbus, OH	Beattyville Housing and Development Corporation, Inc.	\$140,000.00	12	KY - Lee County	\$201,500.00	Not Submitted
170019	Rental	Lorain Shelter	The Huntington National Bank - Columbus, OH	Catholic Charities Housing Corporation	\$687,500.00	50	Lorain, OH	\$1,485,208.00	Not Submitted
170024	Rental	Mary Bethune Highrise	The Huntington National Bank - Columbus, OH	Jonah Affordable Housing	\$1,000,000.00	150	Tampa, FL	\$24,485,974.00	Not Submitted
170032	Rental	Help Up	The Huntington National Bank - Columbus, OH	Jennifer Wintner	\$715,000.00	60	Hope, OH	\$3,195,813.84	Not Submitted
170035	Rental	For-Profit Housing App Test	The Huntington National Bank - Columbus, OH	null	\$1,000,000.00	20	West Chester, OH	\$11,929,192.00	Not Submitted
170036	Owner	2013 GCHFH Rehab	The Huntington National Bank - Columbus, OH	null	\$249,875.00	25	OH - Cuyahoga County	\$1,621,010.17	Not Submitted
180003	Rental	Mary Bethune Highrise	The Huntington National Bank - Columbus, OH	Jonah Affordable Housing	\$1,000,000.00	150	Tampa, FL	\$30,001,500.00	Not Submitted

Initial Entry to AHP Application

The status shown in the application's blue header indicates whether or not a member can complete any portion of the application.

The screenshot displays the FHLB Cincinnati AHP Application interface. At the top, a blue header bar contains the user ID '180004' on the left and the status 'Application Read-Only, Submitted To Primary Member' on the right. A red circle highlights this status text, with a red arrow pointing to it from the left. Below the header, the main content area is divided into two columns. The left column is titled 'Certifications | Certification Instructions' and contains text about the final section of the application. The right column is titled 'Application Guidance' and contains a link to 'Contact FHLB Cincinnati'. A modal window titled 'Application Read-Only' is overlaid on the main content, providing a welcome message and instructions. The footer of the application includes a 'Need help?' section with contact information for Housing and Community Investment, OASYS Registration Questions, and AHP Application Questions, as well as the FHLB Cincinnati logo and address.

180004 Application Read-Only, Submitted To Primary Member Search questions

Certifications | Certification Instructions AHP Application Application Guidance

In this final section, the Sponsor and Member contacts must certify their agreement to comply with conditions and requirements of use of Affordable Housing Program funds. If these entities do not agree to comply, the application cannot be submitted to FHLB Cincinnati. Project contacts should indicate their agreement by selecting "Yes" for each of the certifications. Only a representative of the primary Sponsor with View/Alter/Submit permissions should View/Alter/Submit per Guidance.

Application Read-Only

Welcome to FHLB Cincinnati's Affordable Housing Program online application. The application you are accessing is currently in read-only mode except for the Certifications section, which you will have to complete by 5:00 P.M. (EST) on 8/8/2018. Please click on the link to Navigation Instructions under Application Guidance at right for help in navigating the application, which FHLB recommends you read in full before submitting to FHLB

← BACK NEW

OK

AHP OPERATING BUDGET

FEASIBILITY REPORT

SCORE SHEETS

Need help?

Housing and Community Investment (888) 345-2246
OASYS Registration Questions Housing@fhlbcin.com
AHP Application Questions AHPApplication@fhlbcin.com

FHLB Cincinnati
221 East Fourth Street
600 Atrium Two
Cincinnati, OH 45202
T (513) 852-7500

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Communication from OASYS

- When a member contact is identified in a newly started application, the application system will send an email notification to the contact identified
- Add **AHPApplication@fhlbcin.com** to your email program's list of safe addresses to ensure emails do not go to the spam or trash folder
- Members can access an AHP application at any time after the sponsor identifies them in an application but can only make changes after the sponsor has submitted the application to the member

Navigating the AHP Application

Version: 1.0.18142.1
Date: 5/22/18 13:16 PM
Domain: userextranet

FHLB CINCINNATI
ONLINE APPLICATION SYSTEM

MEMBERS ONLY HOME CONTACT FAQ

1 Sponsor Capacity 2 General Information 3 Threshold 4 Feasibility 5 Scoring 6 Certifications

180068 Submitted To Primary Member

Certifications | More Member Certifications

The retention period commitment for the project is: **15 years**

The units financed with Affordable Housing Program (AHP) proceeds will be subject to a deed restriction for projects awarded up to \$750,000 in AHP subsidy or a legally enforceable security over \$750,000 in AHP subsidy. The instrument will require that FHLB Cincinnati be given notice of any sale or refinancing of the unit(s) occurring prior to the end of the retention period and the Part 1291.

This field is required

← BACK Press Tab To Continue RETURN TO SPONSOR

Scoring Pages

- Member Financial Participation Page 1
- Member Financial Participation Page 2
- Member Financial Participation Page 3
- Community Involvement
- Demographic Targeting Page 1
- Donated or Conveyed Property Page 1
- Donated or Conveyed Property Page 2
- Below-market Properties
- Empowerment Page 1
- Empowerment Page 2
- Location-based Points
- Community Stability Page 1
- Community Stability Page 2
- Scoring Review
- Required Documents Review

SAVE AND EXIT

Application Guidance

- Retention section of IP
- Retention period - rental
- Retention period - owner
- Contact FHLB Cincinnati
- Full List of Required Documents
- AHP Implementation Plan
- Navigation Instructions

- AHP COMPLETED APPLICATION
- DEVELOPMENT BUDGET
- AHP OPERATING BUDGET
- FEASIBILITY REPORT
- SCORE SHEETS


Need help?


Housing and Community Investment (888) 345-2246
OASYS Registration Questions Housing@fhlbcin.com
AHP Application Questions AHPApplication@fhlbcin.com

FHLB Cincinnati
221 East Fourth Street
600 Atrium Two
Cincinnati, OH 45202
T (513) 852-7500

<https://oasys.userextranetweb.net/>

Required Documents


ONLINE APPLICATION SYSTEM


[HOME](#) [SPONSOR PROFILE](#) [CONTACT](#) [FAQ](#) 

The following required documents must be uploaded before submitting this application. Please submit the documents listed in order to proceed. Missing documents are outlined in red.

*

Upload Document A1: Exhibit A1 - Executed "Terms and Conditions for Member" document for the Primary Member in the project (this document is posted under Application Guidance). The document must be: A. Signed by a representative of the Member authorized to draw funds from the FHLB; and, B. Dated in the current year.

UPLOAD DOCUMENT

Question: Primary Member Name 

Uploaded Documents:

	File Name	Document	Date Uploaded
VIEW DELETE	Testing Sample Document.docx	A1	5/7/2018

Accessing Terms and Conditions

User: dxonsr
Version: 1.0.18142.1
Date: 5/22/18 11:25 AM
Domain: userextranet

FHLB
CINCINNATI
ONLINE APPLICATION SYSTEM

MEMBERS ONLY HOME CONTACT **FAQ**

1 Sponsor Capacity 2 General Information 3 Threshold 4 Feasibility 5 Scoring 6 Certifications

180074 Not Submitted Search questions

Scoring | Required Documents Review AHP Application

All Required Documents must be uploaded before submitting the application. If you do not believe a specific Required Document applies to this project, upload an explanation of why the document does not apply. The following is a list of documents required for this application; **upload any missing required documents** outlined in red text boxes below. Also be sure to check the bottom of this list for any feasibility alerts the application has generated and upload any necessary documentation for them as well.

The following alerts have been generated for this application. Please provide an explanation and supporting documentation for each:

Total Project Cost per Bed

Range Limit: Maximum \$50,000
Calculated Answer: \$113,162.50
Alert Message: The project's Total Project Cost per Unit does not meet FHLB's requirement. Explain what is driving the project's costs to be so high and provide data from a cost aggregator, capital costs needs assessment, guaranteed maximum price contract, contractor bids, or other qualified, third-party professional supporting the amount of development costs entered into the Feasibility section of this application.

Explanation:

Documentation:

UPLOAD DOCUMENT

OASYS_RegistrationInstructions.pdf 100% X


Application Guidance


- Sample Certificate of Consistency with a Consolidated Plan
- Memorandum of Understanding
- Second Sponsor Information Form
- Terms and Conditions for Member
- Occupancy Report
- Contact FHLB Cincinnati
- Full List of Required Documents
- AHP Implementation Plan
- Navigation Instructions

AHP COMPLETED APPLICATION
DEVELOPMENT BUDGET
AHP OPERATING BUDGET
FEASIBILITY REPORT
SCORE SHEETS

Terms and Conditions Document

Call Credit Services
with your
organization's Demand
Deposit Account
(DDA) number at
(800) 828-4191 for a
list of authorized
signers.

 Affordable Housing Program
Member's Terms and Conditions



Member Institution: _____
Project Sponsor: _____
Name of AHP Project: _____

ACKNOWLEDGMENTS: Member acknowledges that this funding is subject to the terms and conditions of the Blanket Security Agreement ("BSA"), the Federal Home Loan Bank's (FHLB) Credit Policies, as modified from time to time, and the regulations of the Federal Housing Finance Agency. Member acknowledges that if the FHLB approves the funding requested, this will constitute the agreement of the Member and the FHLB to the funding on the terms set forth herein and in the BSA and that this application will become part of the BSA. The FHLB will have no obligation to provide funding under this application unless the FHLB is satisfied as to the Member's creditworthiness and compliance with the terms of the BSA and the FHLB's Credit Policies at the time of funding the grant.

REPRESENTATIONS AND WARRANTIES: Member represents and warrants to the FHLB that, (i) It is not in default under the BSA; (ii) It has full corporate power and authority and has received all corporate and governmental authorizations and approvals as may be required to enter into and perform its obligations under the Affordable Housing Program (AHP) application and received funding; (iii) It will maintain the terms of the AHP application and the funding granted hereunder on its books and records; (iv) It is aware of applicable regulations of the Federal Housing Finance Agency, in particular 12 CFR Part 1291 as amended, and will fully comply with all such regulations; (v) It maintains sufficient Qualifying Collateral to secure outstanding Advances and other credit products as required by the Federal Home Loan Bank Act, the Rules and Regulations of the Federal Housing Finance Agency, the FHLB's collateral policy, and the BSA; (vi) It holds the required amount of FHLB Capital Stock; (vii) It will use this funding only for housing finance; (viii) It is not subject to any Supervisory or Consent Agreement with any regulatory body that has authority over it that would impair its ability to perform its obligations in this AHP project; and (ix) It is in compliance with all applicable FHLB Credit and Collateral Policies.

Authorized Signature of FHLB Member *	Typed name
Title	Date signed

* To be signed by an individual at the Member institution authorized to draw funds from the FHLB

Member's Terms and Conditions
©2019 Federal Home Loan Bank of Cincinnati, all rights reserved.

Effective 01/01/2019

Member Commitment Letter

- Document all member commitments in one or multiple letters on member letterhead.
- Letters must contain:
 - The current year's date,
 - The Application ID or project name, and
 - The signature of a member representative.
- Commitments in the letter(s) must contain the details specified in the AHP application, e.g.:
 - The term of a loan(s), or
 - The amount of a cash contribution/loan discount.

Example Commitment Letter

Exhibits B1 – B4



A BANK

7/1/2018

FHLB
Housing and Community Investment
Affordable Housing Program
P.O. Box 598
Cincinnati, OH 45201-0598

Dear FHLB AHP:

Please accept this as a letter of support for HCI Home I. A Bank makes the following commitments:

1. Regarding Exhibit **B1**- A Bank is making commitment to provide a permanent loan with a repayment term of at least 15 years at a rate at least 0.5% reduction over any similar loan we would make for a project of this type. Please note that this is a rental project and permanent loan fees and debt service are shown on the development and operating budgets.
2. Regarding Exhibit **B2**- A Bank is making a commitment to make a cash contribution of \$500 to the project. The contribution is shown on the development budget.
3. Regarding Exhibit **B3 & B4**- A Bank is making a commitment to provide a construction loan for at least 35% of the project's construction/rehab costs with a rate that is at least 0.50% below the Member's standard market rate for a loan of similar terms. Construction loan interest and a construction loan fee appear on the development budget.

We look forward to working with HCI, Inc. and the FHLB Cincinnati on this much needed project.

Sincerely,



Chris Christopherson
Vice President



Application Guidance & Reports

Version: 1.0.18142.1
Date: 5/22/18 13:16 PM
Domain: userextranet

FHLB CINCINNATI
ONLINE APPLICATION SYSTEM

MEMBERS ONLY HOME CONTACT **FAQ**

1 Sponsor Capacity 2 General Information 3 Threshold 4 Feasibility 5 Scoring 6 Certifications

180068 Submitted To Primary Member

Certifications | More Member Certifications

The retention period commitment for the project is: 15 years

The units financed with Affordable Housing Program (AHP) proceeds will be subject to a deed restriction for projects awarded up to \$750,000 in AHP subsidy or a legally enforceable security over \$750,000 in AHP subsidy. The instrument will require that FHLB Cincinnati be given notice of any sale or refinancing of the unit(s) occurring prior to the end of the retention period and the Part 1291.

This field is required

[← BACK](#) Press Tab To Continue [RETURN TO SPONSOR](#)

Scoring Pages

- Member Financial Participation Page 1
- Member Financial Participation Page 2
- Member Financial Participation Page 3
- Community Involvement
- Demographic Targeting Page 1
- Donated or Conveyed Property Page 1
- Donated or Conveyed Property Page 2
- Below-market Properties
- Empowerment Page 1
- Empowerment Page 2
- Location-based Points
- Community Stability Page 1
- Community Stability Page 2
- Scoring Review
- Required Documents Review

[SAVE AND EXIT](#)

Search questions

Application Guidance

- Retention section of IP
- Retention period - rental
- Retention period - owner
- Contact FHLB Cincinnati
- Full List of Required Documents**
- AHP Implementation Plan
- Navigation Instructions

- [AHP COMPLETED APPLICATION](#)
- [DEVELOPMENT BUDGET](#)
- [AHP OPERATING BUDGET](#)
- [FEASIBILITY REPORT](#)
- [SCORE SHEETS](#)

Need help?

Housing and Community Investment (888) 345-2246
OASYS Registration Questions Housing@fhlbcin.com
AHP Application Questions AHPApplication@fhlbcin.com

<https://oasys.userextranetweb.net/>

FHLB Cincinnati
221 East Fourth Street
600 Atrium Two
Cincinnati, OH 45202
T (513) 852-7500

Reviewing an Application

- Inspect all reports, including:
 - AHP completed application,
 - development budget,
 - AHP operating budget (rental projects only),
 - feasibility report, and
 - score sheets.
- If desired, access required documents via the required document review at the end of the scoring section (use navigational toolbar).
- You may want to store the reports outside of OASYS.

Member Certifications

- “NEXT” and “SAVE AND EXIT” buttons save data entry; the “BACK” button does not.
- “NEXT” button will not appear until all questions have answers meeting formatting/logic requirements.

The screenshot displays the 'AHP Application' interface. The main content area is titled 'Certifications | Certification Instructions' and contains a paragraph of instructions. Below the text, there are three buttons: '← BACK', 'NEXT →', and 'RETURN TO SPONSOR'. The 'NEXT →' button is circled in red. To the right of the main content area, there is a sidebar titled 'Application Guidance' which lists several links: 'Contact FHLB Cincinnati', 'Full List of Required Documents', 'AHP Implementation Plan', and 'Navigation Instructions'. Below these links, there is a vertical stack of buttons: 'AHP COMPLETED APPLICATION', 'DEVELOPMENT BUDGET', 'AHP OPERATING BUDGET', 'FEASIBILITY REPORT', and 'SCORE SHEETS'. The 'SAVE AND EXIT' button is also circled in red. At the bottom of the page, there is a dark blue footer with the text 'Need help?' and contact information for Housing and Community Investment, OASYS Registration Questions, and AHP Application Questions. The FHLB Cincinnati logo and address are also present in the footer.

Certifications | Certification Instructions AHP Application

In this final section, the Sponsor and Member contacts must certify their agreement to comply with conditions and requirements of use of Affordable Housing Program funds. If these entities do not agree to comply, the application cannot be submitted to FHLB Cincinnati. Project contacts should indicate their agreement by selecting “Yes” for each of the certifications. **Only a representative of the primary Sponsor with View/Alter/Submit permissions should begin this section**, as a secondary Sponsor will not be able to proceed until the secondary Sponsor receives email notification that the primary Sponsor has completed this section, and a user without View/Alter/Submit permissions will not be able to complete it. Pay close attention to any capitalized terms, which represent specific definitions pertinent to the program that are easily accessible from links in the Application Guidance.

← BACK NEXT → RETURN TO SPONSOR

SAVE AND EXIT

Application Guidance

- Contact FHLB Cincinnati
- Full List of Required Documents
- AHP Implementation Plan
- Navigation Instructions

- AHP COMPLETED APPLICATION
- DEVELOPMENT BUDGET
- AHP OPERATING BUDGET
- FEASIBILITY REPORT
- SCORE SHEETS

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Responding to Certifications

The screenshot shows the 'Member Certifications' section of the 'AHP Application' form. A red oval highlights the 'Yes' and 'No' radio button options. A yellow oval highlights the 'RETURN TO SPONSOR' button. The 'SAVE AND EXIT' button is also visible. To the right, the 'Application Guidance' sidebar lists various links: 'Contact FHLB Cincinnati', 'Full List of Required Documents', 'AHP Implementation Plan', 'Navigation Instructions', and a vertical stack of application components: 'AHP COMPLETED APPLICATION', 'DEVELOPMENT BUDGET', 'AHP OPERATING BUDGET', 'FEASIBILITY REPORT', and 'SCORE SHEETS'.

Need help?

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OASYS Registration Questions Housing@fhlbcin.com
AHP Application Questions AHPApplication@fhlbcin.com

 **FHLB Cincinnati**
221 East Fourth Street
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The screenshot shows the 'Return or Reject Application' form. It contains a text area for providing a brief explanation of why the application is being rejected or returned. At the bottom, there are two buttons: 'RETURN TO SPONSOR' and 'CANCEL'.

Submitting to Secondary/FHLB

The screenshot shows the 'AHP Application' submission page. At the top, there are tabs for 'Certifications' and 'Other'. The main content area asks: 'Are there any other explanations or documents you feel FHLB should be aware of while reviewing this application? Upload Exhibit N if the answer to this question is "Yes." You may use Exhibit N to explain any unusual project features or an apparent discrepancies between the AHP application, its reports, or the Required Documents, but you may not use Exhibit N to "correct" the application in any way. You do not need to repeat any information in Exhibit N that is provided elsewhere in this application.' Below this is a dropdown menu with 'Yes' selected, followed by a text input field labeled 'Requires Document N' and an 'UPLOAD DOCUMENT' button. At the bottom of the form are four buttons: '← BACK', 'RETURN TO SPONSOR', 'SUBMIT TO FHLB' (circled in red), and 'SAVE AND EXIT'. On the right side, there is an 'Application Guidance' sidebar with links to 'Contact FHLB Cincinnati', 'Full List of Required Documents', 'AHP Implementation Plan', and 'Navigation Instructions'. Below these links are five buttons: 'AHP COMPLETED APPLICATION', 'DEVELOPMENT BUDGET', 'AHP OPERATING BUDGET', 'FEASIBILITY REPORT', and 'SCORE SHEETS'. The footer contains a 'Need help?' section with contact information for Housing and Community Investment, OASYS Registration Questions, and AHP Application Questions, along with the FHLB Cincinnati logo and address.



Application Completion

- Members and sponsors receive notification by email when applications have been submitted.
- The AHP online application system assigns a project number in lieu of the Application ID number; **retain the project number** for all future correspondence with FHLB.
- AHP applications must be submitted to FHLB no later than 5:00 p.m. Eastern on Friday, July 31, 2020.

FHLB Application Review Process

- Give notice of receipt of application.
- Review application and supporting documents:
 - Determine if project meets threshold requirements.
 - Verify financial feasibility.
 - Perform scoring and ranking of all eligible and feasible applications.
- Announce awardees after the Board of Directors makes final selections on November 19, 2020.

Member Limit on AHP Subsidy

- 2020 AHP subsidy award member limit:



- There is no limit on the number of applications a member may submit.

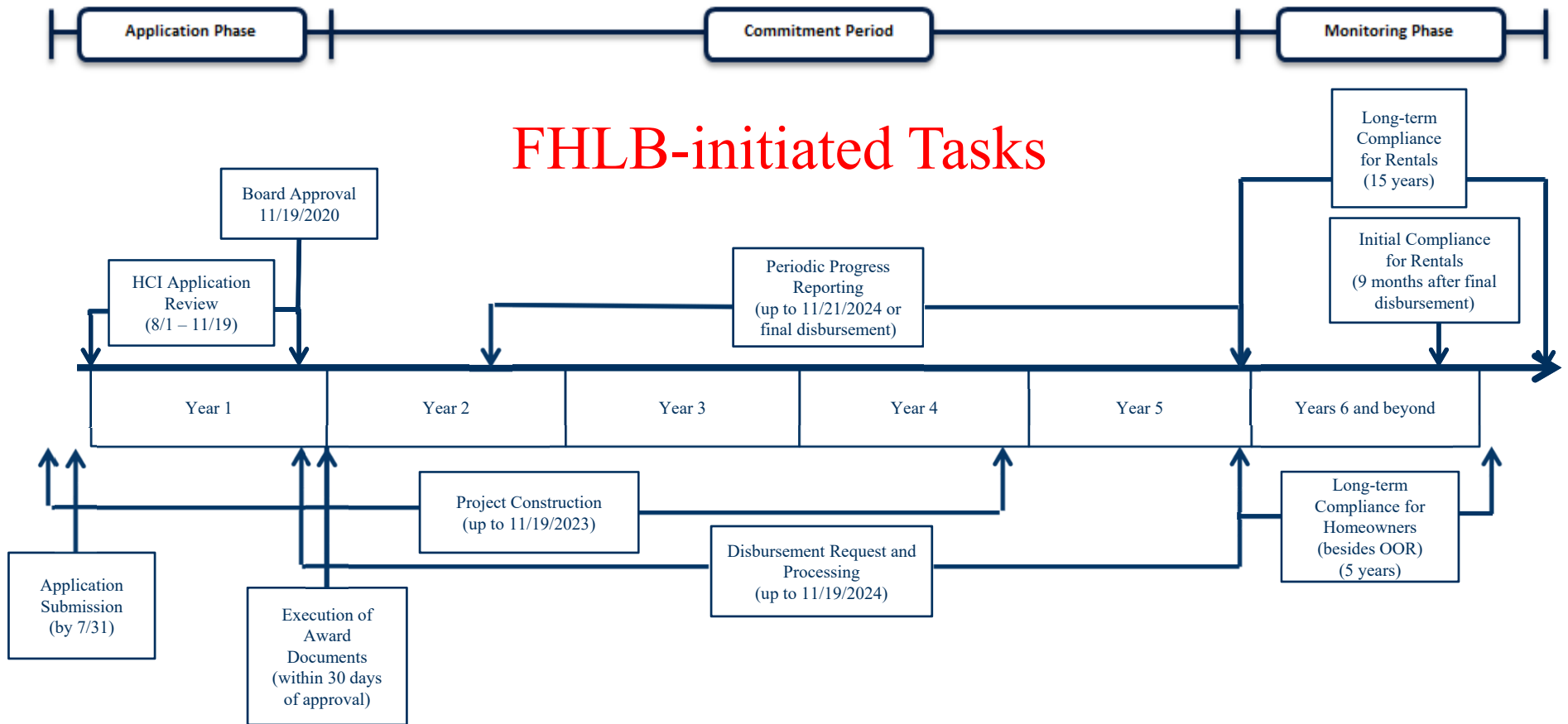
Next Steps

- Project contacts for awardees will receive emails containing the following documents, which must be signed/returned within designated timeframes:
 - Affordable Housing Program Agreement (AHP Agreement)
 - Affordable Housing Direct Subsidy Agreement (DSA)
 - AHP Final Application Review and Acceptance Form (if FHLB made corrections to the application)
- Projects not awarded funds will receive a denial letter via email.

Applications Approved for Funding

- Sponsors and Members with applications approved for funding may receive a Notice of Changes email with an AHP Final Application Review and Acceptance form attached.
 - The email will contain copies of all application reports impacted by the change(s) FHLB made.
 - The email will contain an Application Evaluation report that details the commitments under which the application was approved and the changes FHLB made
 - The AHP Final Application Review and Acceptance form must be signed and dated by the member and sponsor to accept the application as modified and approved by FHLB.

AHP Timeline



Project Participant-initiated Tasks

Compliance and Reporting

- All approved AHP projects are subject to FHLB compliance through:
 - Semi-annual periodic progress reports (until completion and final funding),
 - Initial compliance (includes documentation submission nine months after final funding for rental projects), and
 - Long-term compliance (for 15 years for rental projects).
- Rental projects must maintain affordability for the full 15-year retention period.
- The frequency of FHLB audits of rental projects depends on FHLB-assigned risk level.

AHP Retention and Recapture

- AHP-assisted units are subject to a deed restriction requiring FHLB be given notice of any sale, refinancing, foreclosure, deed in lieu of foreclosure, or other transfer of the property within five (5) years for ownership projects and within fifteen (15) years for rental projects.
 - This is enforced by adding restrictive language (provided by FHLB) to the property's deed.
 - This does not apply to projects involving only the rehabilitation of housing for its current owners.
 - Members usually are not involved in the rare occurrence of FHLB pursuit of recapture of disbursed AHP funds.

Contact Us

Federal Home Loan Bank of Cincinnati

221 East Fourth Street, Suite 600

P.O. Box 598

Cincinnati, OH 45201-0598

Toll free: (888) 345-2246

Fax: (513) 852-7647

Website: **www.fhlbcin.com**

Celebrate with us!

We encourage all FHLB members and housing sponsors to notify us of plans to celebrate or recognize any FHLB-funded housing or community investment project. FHLB is often available to participate and to offer public relations assistance for community events such as ribbon cuttings, groundbreakings, and dedications. Please contact Marketing or Public Affairs, toll free at 877-925-FHLB(3452).



Connect with us!

Get the latest news, events, and updates at FHLB Cincinnati by connecting with us on social media.



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federal-home-loan-bank-of-Cincinnati](https://www.linkedin.com/company/federal-home-loan-bank-of-Cincinnati)



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Thank You

