

AHP for Members



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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)
- 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 Financial Gap

- AHP funds are used to complete a development's permanent funding or “fill the gap.”
- AHP funds make the project more affordable by:
 - Reducing the amount of other funding required,
 - Reducing the amount of hard debt on a project, and
 - Reducing the Member's credit risk (lower loan-to-value) and therefore the project's required interest rate.

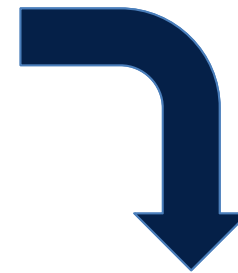
AHP Participants

- **Members** are financial institutions.
 - All applications must have a Member; 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 AHP application can have up to two of each.

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
 - Group homes/special purpose housing
 - Shelter housing
- Costs directly related to housing development
 - Acquisition/purchase of land or buildings
 - New construction
 - Rehabilitation
 - Soft costs associated with the aforementioned

Not Eligible for AHP

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

AHP Financial Thresholds

- There must be enough funds identified to cover all projected costs (no “TBD” funding sources).
- Expected project costs must be reasonable.
- Debt provided must comply with anti-predatory lending and HOEPA laws.
- AHP cannot be used to pay for capitalized costs.
- Units must be affordable to targeted households!

More AHP Threshold Requirements

- Rental projects must reserve at least 20% of the units for households with incomes at or below 50% of AMI.
- All AHP units must be occupied by households with incomes at or below 80% of the AMI (though rental projects may have market-rate units that don't receive AHP funds).
- Projects must be appropriate for the population to be served and residential in nature.
- Projects must be affirmatively marketed and comply with all fair housing and accessibility laws.
- There must be market demand for the housing.

Sponsor Capacity Requirements

- Development team must have the capacity to complete the project as evidenced by:
 - Experience developing similar projects;
 - Experience operating like projects (if managing);
 - Successfully completing previous AHP projects
 - As originally approved,
 - Without a significant amount of modifications,
 - Within set program timelines, and
 - With no current issues of noncompliance

AHP Timing Thresholds

- The development team of rental projects must have site control in the form of a deed, lease, option, or purchase contract to order to apply.
- Projects cannot be complete prior to the AHP award.
- Projects must begin incurring AHP-eligible expenses within 12 months of the AHP award.
- Projects must be complete within 36 months of the AHP award.
- All funds must be disbursed within 48 months.

AHP Feasibility Guidelines

- Total Project Cost (TPC)/Unit $\leq \$250,000$
 - Total Project Cost/Bed $\leq \$70,000$
- Federal Tax Credit Sale Price per Dollar $\geq \$0.80$
- Hard/Soft Costs Contingencies $\leq 10\% - 20\%$
- Total Soft Costs $\leq 25\% - 30\%$
- Total Contractor Costs $\leq 14\%$
- Developer Fee $\leq 5\% - 20\%$
- AHP Subsidy/Unit $\leq \$50,000$
 - AHP Subsidy/Bed $\leq \$15,000$
- Total AHP subsidy $\text{lesser of } \$400,000 \text{ or } 75\% \text{ of Total Residential Costs}$

Operational Feasibility Guidelines

- Operating Cost/Traditional Unit $\leq \$5,600$
 - Operating Cost/Bed $\leq \$4,100$
 - Operating Cost/Permanent Supporting Housing Unit $\leq \$6,100$
- Debt Coverage Ratio (first 15 years of operations) 1.00 - 1.50
- Expense to Income Ratio (for no-debt projects) $\geq 80\%$
- Net Cash Flow (first 15 years of operations) must be positive
- Annual Replacement Reserve/Unit $\$1 - \leq \400
 - Annual Replacement Reserve/Bed $\$1 - \leq \200
- Vacancy Ratio $0\% - \leq 10\%$
- Management Fee $\leq 10\%$
- Capitalized Costs 12 – 15 months of expenses

AHP Scoring Criteria (100-point system)

FHLB Cincinnati Priorities

- Member Participation (10)
- First-time Homebuyers (6)
- Community Involvement (1)
- Projects in OH, KY& TN (5)
- AHP Subsidy per Unit (10)
- Funding Commitments (3)
- AHP Leverage (3)

All FHLBs

- Donated Property (5)
- Sponsorship (7)
- Empowerment (5)
- Community Stability (7)
- Income Targeting (20)
- Underserved Communities and Populations (18)

Member Participation Scoring

- Cash contribution of at least \$750 (1 point)
- First mortgage permanent loan(s) (6 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 (2 points)

Member Participation Scoring (cont.)

- Servicing of loans made by the Sponsor (2 points)
 - 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)

AHP Application Process

- Sponsor steps:
 - Register online for an account in OASYS,
 - Complete the online application and upload all required documents, and
 - Submit the application to the Member electronically.
- Member steps:
 - Review the application,
 - Complete Member certifications, and
 - Submit the application electronically to FHLB Cincinnati.

What Sponsors Need to Apply

- Sponsor plans the project including:
 - Project type (ownership, owner-occupied rehab, or rental);
 - Project location (counties for ownership projects);
 - Income and occupancy targets (households with special needs, first-time homebuyers, homeless households);
 - Size and number of housing units or beds (floor plan);
 - Development costs (valid cost estimates);
 - Sources of funds for development (including AHP);
 - 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.

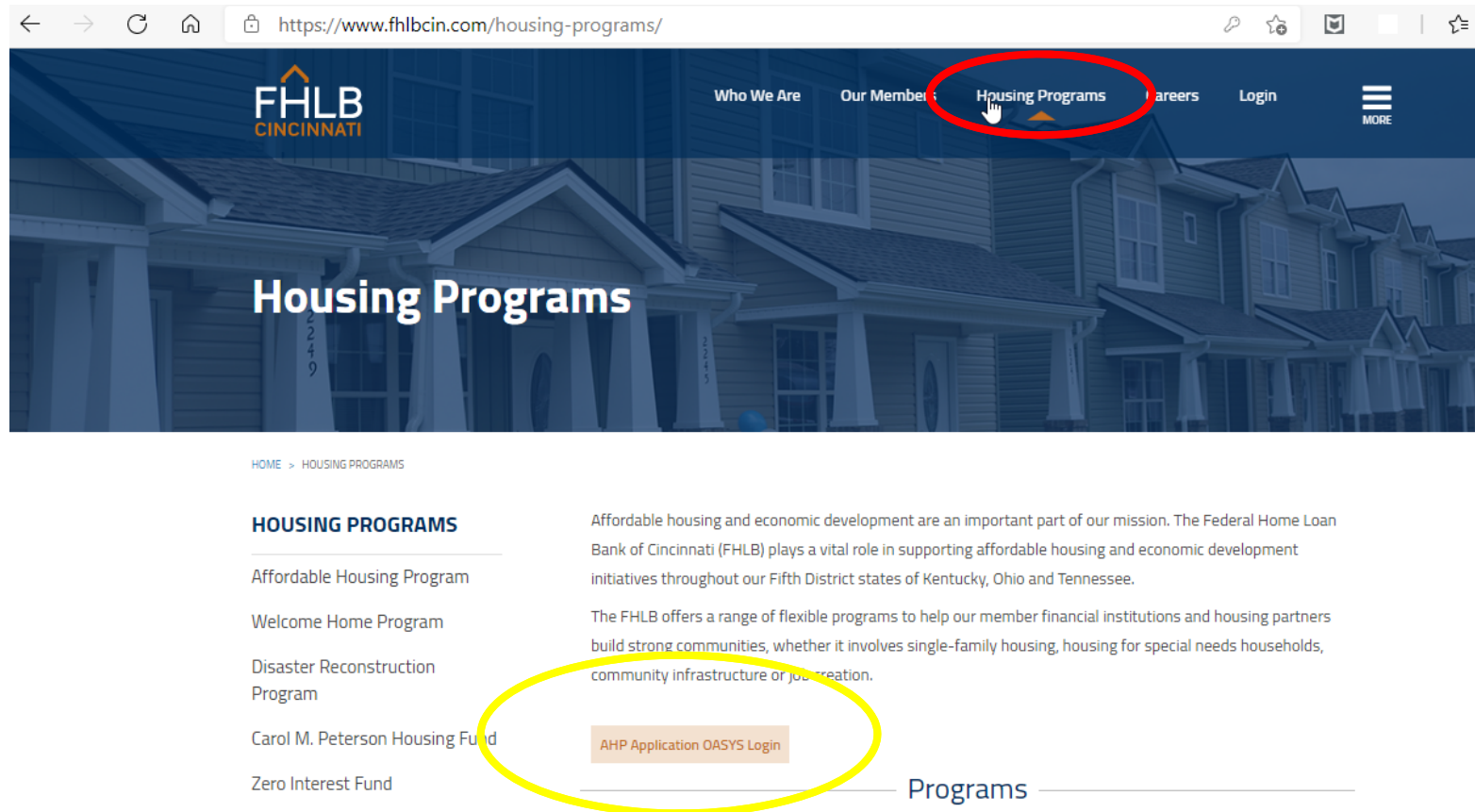
What Members Need from Sponsors

- 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.

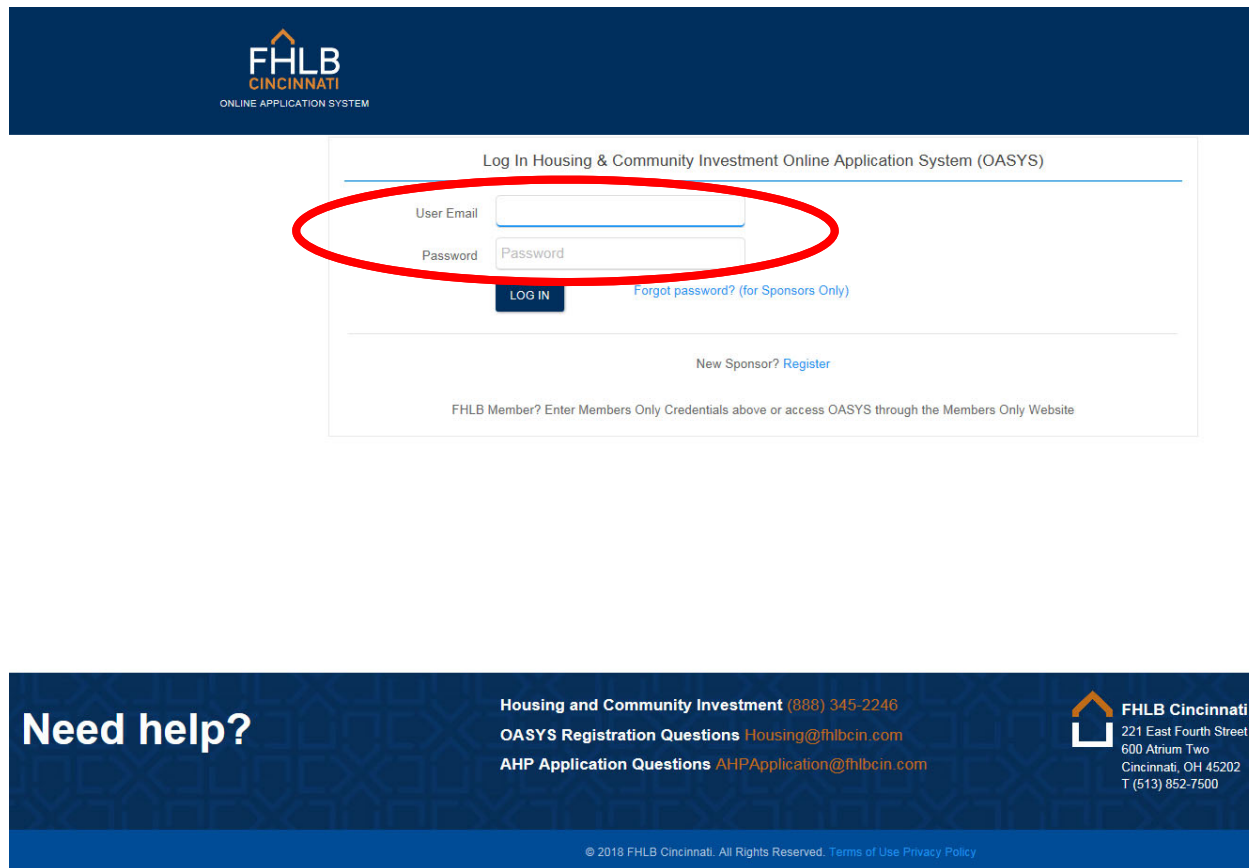
Online Application for Members

- 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.
 - Ask the FHLB administrator to complete the “Members Only User Authorization Form” in Members Only; or,
 - Call the FHLB ServiceDesk at (800) 781-3090.

FHLB Public Website, fhlbcin.com



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 logo and address are also present in the footer, along with a copyright notice for 2018.

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

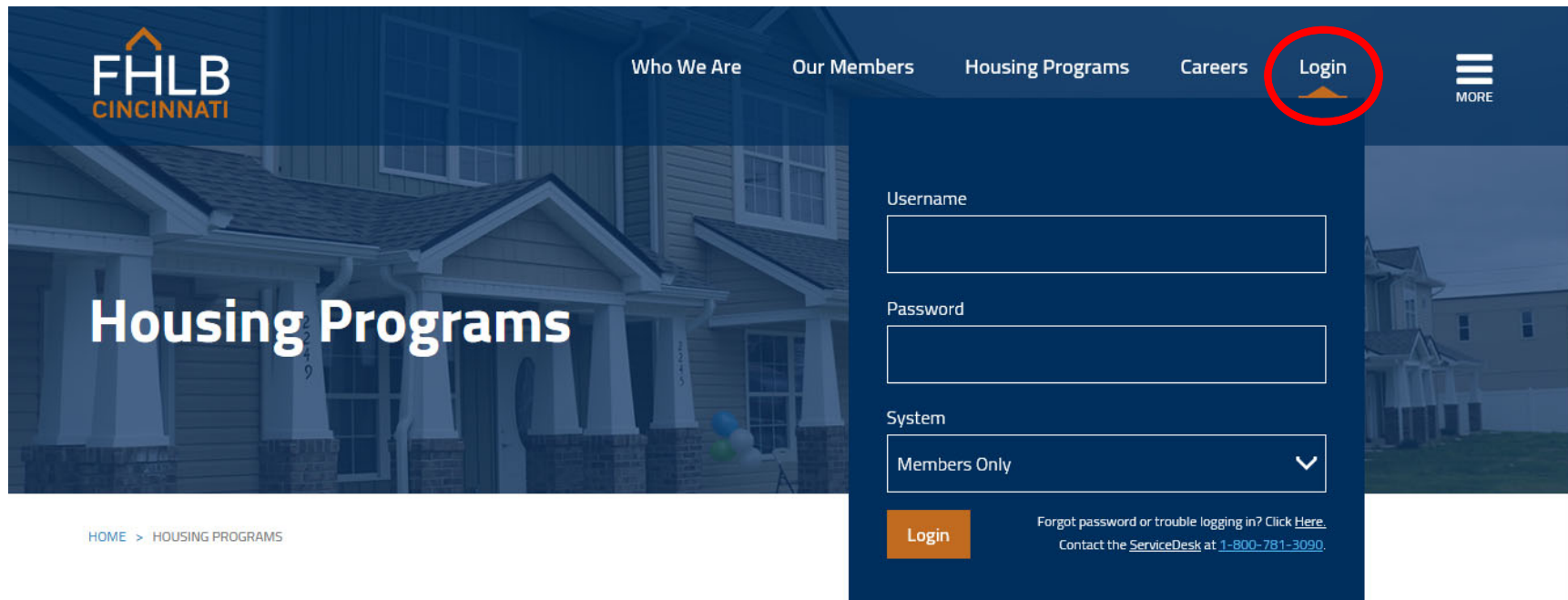
Need help?

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. The header features the FHLB CINCINNATI logo on the left and navigation links: Who We Are, Our Members, Housing Programs, Careers, and Login. The Login link is circled in red. A hamburger menu icon labeled 'MORE' is on the right. The main content area has a background image of a house and the text 'Housing Programs'. A login form is overlaid on the right side, containing fields for Username, Password, and System (set to Members Only). Below the form is a Login button and links for password recovery and service desk contact.

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 the Online Application System (OASYS), Carol M. Peterson Housing Fund, Disaster Reconstruction Program, and Community Investment Program. The OASYS link is circled in yellow.
- Inbox:** A section for Members Only with a dropdown menu showing a count of 3. It lists various messages and announcements.

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 dropdown menus for RATES, REPORTS, RESOURCES, QUICKLINKS, and INBOX (35). The user is logged in as Laura. The left sidebar shows the 'COMMUNITY INVESTMENT' section with a 'Links to online applications' link highlighted in yellow. The main content area is titled 'Links to online applications' and lists several programs with their respective URLs and availability dates.

FHLB CINCINNATI MEMBERS ONLY

Borrow Deposits Safekeeping Funds Transfer Your Stock Community Investment MP

RATES ▼ REPORTS ▼ RESOURCES ▼ QUICKLINKS ▼ INBOX (35)

Welcome Back Laura


Close Menu

COMMUNITY INVESTMENT

Links to online applications

Suspension and Debarment

Contact:


Damon v. Allen
888-345-2246
Housing@fhlbcin.com

Links to online applications

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: 1.0.21126.2
Date: 5/6/21 16:24 PM
Domain: userextranet.net




[MEMBERS ONLY](#) [HOME](#) [CONTACT](#) [APPLICATION TOOLS](#) [HOUSING LINKS](#)

Welcome to OASYS

Since 1990, FHLB Cincinnati has awarded grants totaling more than \$621 million in support of affordable housing in Ohio, Kentucky, Tennessee and elsewhere, supporting creation of more than 78,500 units of housing.

Apply

 AHP closes 07/30/2021 5:00 PM

[APPLY](#)

Announcements

April 07, 2021
[2021 Offering > Read More](#)

July 07, 2020
[Digital Signatures > 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
202001-0109	Rental	Northern Ohio Blanket Mills			\$600,000.00	60	Cleveland, OH	\$19,911,067.00	NonFunded
202001-0101	Rental	Willamet			\$550,000.00	11	Kettering, OH	\$749,299.00	NonFunded
202001-0100	Rental	I PROMISE Housing			\$687,500.00	50	Akron, OH	\$13,253,359.00	Approved
202001-0093	Rental	Hanna Commons			\$742,500.00	55	Indianapolis, IN	\$13,127,928.00	NonFunded

Initial Entry to AHP Application

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

The screenshot displays the FHLB Cincinnati AHP Application portal. At the top, a blue header bar contains the text "180004" and "Application Status: Read-Only, Submitted To Primary Member", which is circled in red. A search bar labeled "Search questions" is located on the right. Below the header, the main content area is divided into sections: "Certifications | Certification Instructions", "AHP Application", and "Application Guidance". A pop-up window titled "Application Read-Only" is centered on the screen, stating: "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". The footer includes 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.

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 AHP applications at any time after Sponsor identify them in applications but can only make changes after the Sponsor has submitted the application to the Member

Navigating the AHP Application

Version: 1.0.21126.2
Date: 5/6/21 16:28 PM
Domain: userextranet.net

FHLB
CINCINNATI
ONLINE APPLICATION SYSTEM

MEMBERS ONLYHOMECONTACTAPPLICATION TOOLS ▾HOUSING LINKS ▾

1Sponsor Capacity

2General Information

3Threshold

4Feasibility

5Scoring

6Certifications

NonFundedd, Non-Profit, RentalSearch questions

Scoring | Required Documents ReviewAHP 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 top of this list for any feasibility alerts the application has generated and upload any necessary documentation for them as well.

Based on your answers entered in this section, no feasibility alerts have been detected.

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
A1 2020 Member Terms Conditions - Willamet.signed.pdf	A1	7/21/2020

VIEW

Application Guidance

Sample Certificate of Consistency with a Consolidated Plan

Memorandum of Understanding

Second Sponsor Information Form

Terms and Conditions for Sponsor

Terms and Conditions for Member

FFIEC Website

Occupancy Report

Contact FHLB Cincinnati

Full List of Required Documents

AHP Implementation Plan




Navigation Instructions

REQUIRED DOCUMENTS REVIEW

AHP COMPLETED APPLICATION

Required Documents

Version: 1.0.21126.2
Date: 5/6/21 16:28 PM
Domain: userextranet.net

MEMBERS ONLYHOMECONTACTAPPLICATION TOOLS ▾HOUSING LINKS ▾

1Sponsor Capacity2General Information3Threshold4Feasibility5Scoring6Certifications

2021NonFundedNonProfit, RentalSearch questions

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VIEW	A1 2020 Member Terms Conditions - Willamet.signed.pdf	A1	7/21/2020

Application Guidance

[Sample Certificate of Consistency with a Consolidated Plan](#)

[Memorandum of Understanding](#)

[Second Sponsor Information Form](#)

[Terms and Conditions for Sponsor](#)

[Terms and Conditions for Member](#)

[FFIEC Website](#)

[Occupancy Report](#)

[Contact FHLB Cincinnati](#)

[Full List of Required Documents](#)

[AHP Implementation Plan](#)


[Navigation Instructions](#)



[REQUIRED DOCUMENTS REVIEW](#)

[AHP COMPLETED APPLICATION](#)

Accessing Terms and Conditions

Version: 1.0.21126.2
Date: 5/6/21 16:28 PM
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MEMBERS ONLYHOMECONTACTAPPLICATION TOOLSHOUSING LINKS



1Sponsor Capacity

2General Information

3Threshold

4Feasibility

5Scoring

6Certifications

2021NonFundedIn-Profits, Rental,Search questions

Scoring | Required Documents ReviewAHP Application

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VIEW

Application Guidance

Sample Certificate of Consistency with a Consolidated Plan

Memorandum of Understanding

Second Sponsor Information Form

Terms and Conditions for Member

FHLB-Web

Occupancy Report

Contact FHLB Cincinnati

Full List of Required Documents

AHP Implementation Plan


Navigation Instructions


REQUIRED DOCUMENTS REVIEW

AHP COMPLETED APPLICATION

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
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Effective 01/01/2019

Member Commitment Letter

- Document all commitments 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 must contain the details specified in the AHP application, e.g.:
 - The percentage of bonds or tax credits the Member will purchase, or
 - The Member's commitment to issue bonds for the project.

Example Commitment Letter



Application Guidance & Reports

Version: 1.0.21126.2
Date: 5/6/21 16:28 PM
Domain: userextranet.net

FHLB CINCINNATI
ONLINE APPLICATION SYSTEM

MEMBERS ONLY HOME CONTACT APPLICATION TOOLS HOUSING LINKS

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.
- You may want to store the reports outside of OASYS.
- If desired, access the required documents via the Required Documents Review page at the end of the application's Scoring section.

Member Certifications

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

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

Responding to Certifications

Certifications | Member Certifications

AHP Application

I, the Member, have reviewed the list of activities that this application indicates that we or other Members identified will perform and agree that I or we will fulfill these commitments. Member(s) will also confirm these commitments by letter.

Yes

No

← BACK

Press Tab To Continue

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

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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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Return or Reject Application

Please provide a brief explanation of why you are rejecting or returning this application.

RETURN TO SPONSOR

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 is a vertical stack of 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 29, 2022.

FHLB Application Review Process

- FHLB will review the application and supporting documents to:
 - Determine if the project meets threshold requirements,
 - Verify financial feasibility, and
 - Perform scoring and ranking of all eligible and feasible applications.
- FHLB will announce awardees after the Board of Directors makes final selections on November 16, 2022.

Member Limit on AHP Subsidy

- 2022 AHP subsidy award Member limit:



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

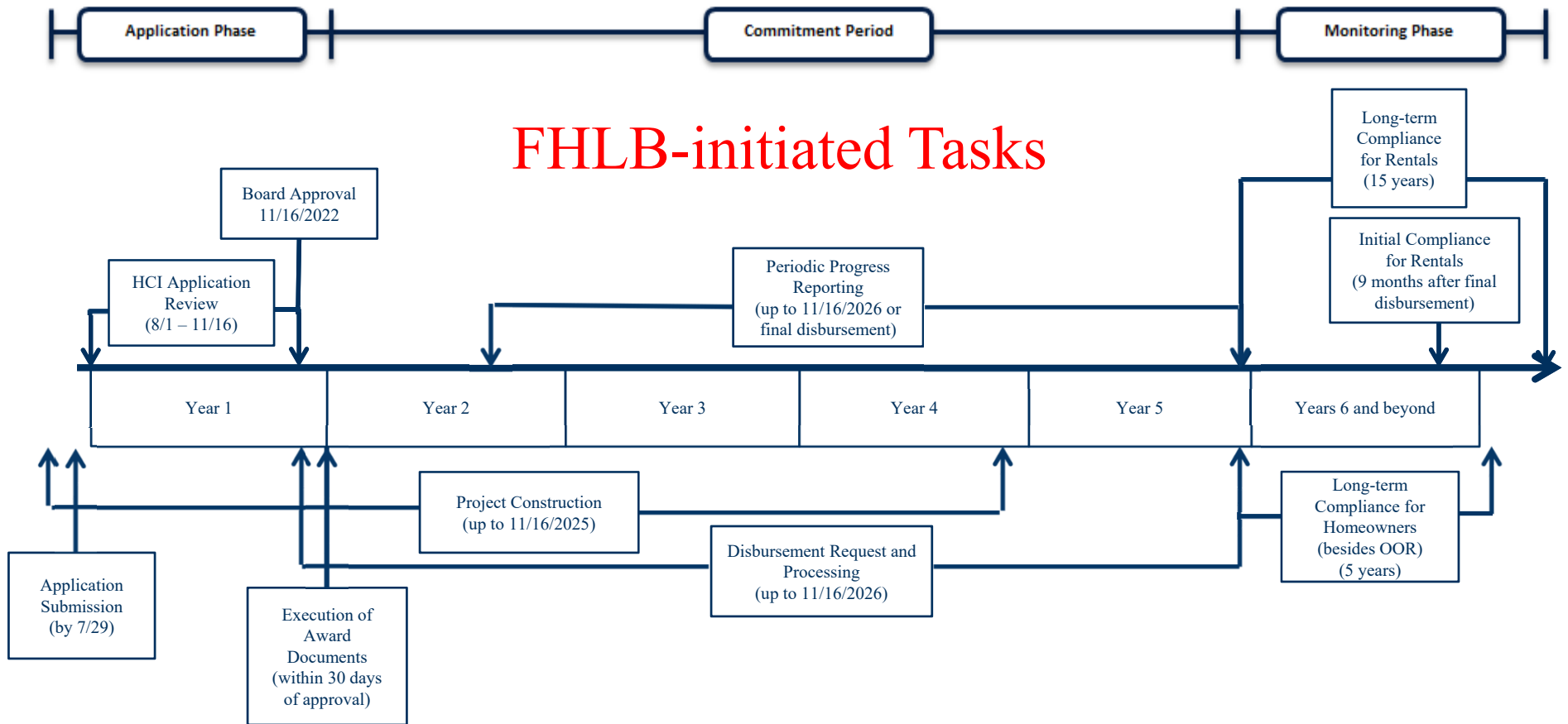
Next Steps

- 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.
 - 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 the project must fulfill 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.

AHP Timeline



FHLB-initiated Tasks

Project Participant-initiated Tasks

Compliance and Reporting

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

Email: Housing@fhlbcin.com

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 about FHLB Cincinnati by connecting with us on social media.



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Thank You

