

CalHFA Development Team Requirements

For new CalHFA financing, CalHFA will review and analyze the experience, capacity, and credit worthiness of the Applicants and their entire development team to ensure they collectively meet the below described qualifications and experience requirements.

Applicants whose development teams lack the minimum required experience planning, developing, constructing, marketing, and managing “comparable” rental housing developments (“Projects”) is encouraged to partner with a co-developer, Consultant, or firm that can provide the required experience. “Comparable” shall mean of similar construction type, size, number of units, funding sources, locality, and financing structure to that of the proposed Project.

NOTE: CalHFA staff will review the information submitted by each Development Team member or firm. CalHFA will order business credit reports from nationally recognized agencies for each Applicant/Developer/Sponsor, joint venture partner(s), to assist in evaluating the current financial condition, liquidity, and capacity of each party. CalHFA may also require financial statements and/or tax returns, prepared or audited by an independent Certified Public Accountant, in a form and content acceptable to CalHFA, along with appropriate supporting information. In some instances, CalHFA may require a Loan Guarantor.

CalHFA may decline financing or loan assignments to Applicants or principals involved with other CalHFA financed Projects who are, or have been, in default or delinquent for more than three (3) months on a CalHFA loan, or who have had, or are currently in a non-monetary default situation in regard to the terms of the CalHFA Regulatory Agreement.

Developer/Co-Developer/General Partner

- The **Developer/Co-Developer/General Partner** must be registered to do business and in good standing in the state of California. A CalHFA Qualified Developer/Co-Developer/General Partner must meet all the requirements of the Agency’s underwriting standards including but not limited to: must have developed at least three projects which are comparable in their size and complexity within the past five years or meet the requirements necessary to receive a minimum of seven points under the CDLAC General Partner Experience category pursuant to CDLAC Regulations Section 5230(f). Developers who do not meet these requirements are encouraged to partner with firms that can provide the required expertise and experience, which may include but is not limited to partnering with another development firm and/or third-party financial partner acceptable to CalHFA.
- At the minimum the proposed **Project Manager** must have personally managed the development of at least two projects which are comparable in their size and complexity within the past five (5) years.

Financial Consultants

Financial Consultants hired to assist the Developer in meeting the minimum experience requirements must be able to provide details regarding at least three (3) comparably financed projects over the last

five (5) years.

General Contractor

General Contractor (GC) must be licensed by the State of California. GCs new to CalHFA must provide information related to three (3) comparable (in design) projects built in the past five (5) years. The GC must provide resumes of the principals, key staff, and the proposed on-site construction supervisor and provide evidence that they are familiar with federal, state, and locality building code requirements for comparable projects.

Architect

Architects new to CalHFA must provide information for three (3) comparable projects they designed that were built and occupied within the past five (5) years in the State of California.

Property Management Company

Management Company must have a local presence or a field office in Northern or Southern CA (depending on the location of the Project) and have experience managing at least ten (10) low to moderate income rent restricted Comparable (size and tenant types) Projects. Also required is a resume for the proposed on-site Property Manager, reflecting prior experience during the past five (5) years managing onsite project operations and compliance with rent-restricted units or meet the requirements necessary to receive a minimum of 3 points under the CDLAC Management Company Experience category pursuant to CDLAC Regulations Section 5230(f).

Tax Credit Investor

Tax Credit Investor must have closed/executed at least five (5) investor limited partnership agreements for a comparable deal structure using tax-exempt bonds and 4% federal and/or state tax credits in California within the last three (3) years.