



SAINT PAUL 4(D) AFFORDABLE HOUSING INCENTIVE PROGRAM APPLICATION

1. Print and complete this application and submit with the required attachments by **January 31, 2020**. (Note: please disregard the application date listed on the Minnesota Housing application.)
2. Please submit one application per property.
3. Note: Completing this application does not automatically qualify your property for 4(d) (LIRC) status in Minnesota. Upon review and approval of your application, the City will submit the required documentation to Minnesota Housing for final approval.

Property and Owner Information

Minnesota Housing D# (if applicable)		Ownership Entity Name or Name of Property Owner (first, middle, last)		
Owner's mailing address (street address/PO box)		City	State	Zip Code
Daytime phone	Alternate phone	Email		
Name of eligible property (project)				
Primary address of eligible property (street address)		City Saint Paul	State MN	Zip Code

County PINS

List the county parcel ID numbers (PINS) and parcel addresses that identify the primary address above. If there are more than two PINS, list any additional PINS and addresses on a separate sheet and attach it to this application. (The PINS must be classified as "apartment" to be eligible for 4(d)/LIRC tax status). You can look up your PIN here: <https://RamseyCounty.us>

PINS/PIDS	Address	City Saint Paul	State MN	Zip Code
PINS/PIDS	Address	City Saint Paul	State MN	Zip Code

Qualification for 4(d) (LIRC) Status

Selected applicants will qualify for Low Income Rental Classification (LIRC) status in Minnesota by:

1. Signing a participation agreement with the City of Saint Paul.
2. Recording a 10-year affordability declaration against the property effective late March 2020, expiring late March 2030.

Initial below if you agree to:

_____ Sign a participation agreement and declaration against your property in accordance with the Program Guidelines.

_____ Authorize the City of Saint Paul to submit the recorded participation agreement and signed declaration to Minnesota Housing with your LIRC application.

NOTE: Please read the Program Guidelines before continuing with this application.

Program Guidelines can be found here: www.stpaul.gov/4D

Number of Units

Single Family Property

1. Is this property a single-family (1-unit) rental?

YES: this unit must be kept affordable at 50% AMI.* Skip the multifamily property section.

NO: proceed below.

Multifamily Property

Total Number of Units	
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Option 1: At least 20% of the units will be affordable at 50% AMI.* If any unit is not affordable at 50% AMI, then you must choose Option 2:

Total Number of Units at 50% AMI	
Additional Number of Units at 60% AMI	

Option 2: At least 50% of the certified units must be affordable at or below 60% AMI.*

Total Number of Units at 60% AMI	
Additional Number of Units at 50% AMI	

*as evidenced by a document recorded against the property.

Attention: you must attach a rent roll for your property and the Minnesota Housing LIRC application to complete your application.

Attachment 1: Print and complete a rent roll form showing current rents for designated affordable units

Attachment 2: Print and complete the Minnesota Housing LIRC application form to be found here: <http://www.mnhousing.gov>

Attachment 3: (If Applicable) If there are more than two PINs, list any additional PINs and addresses on a separate form, and attach it to this application.

For More Information

Additional details about the Saint Paul 4(d) Affordable Housing Incentive Program are available at www.stpaul.gov/4D

Information about Minnesota's Low Income Rental Classification (LIRC) program can be found at <http://www.mnhousing.gov>

Contact:

Submit your application with attachments in person or by email to:

Luke Odenthal

Planning and Economic Development

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