

CITC Program Project Completion Report

Please submit via email by January 31st to CITC@thda.org. Completion forms may also be mailed to THDA, Community Investment Tax Credit Program, Andrew Jackson Building, Third Floor, 502 Deaderick Street, Nashville, TN 37243-0200.

Part I: Project information

1. Application Number: _____
2. Control Number: _____
3. Name of Organization _____
4. Title, Name, Email and Phone number of person completing the form:

5. Bank Name: _____
6. Application Date: _____
7. Project Completion Date: _____

Part II: Project Cost- Dollar Amount of Loan, Investment, Grant or Contribution

- | | |
|--|----------|
| <input type="checkbox"/> Qualified Loan – (2% below prime rate) | \$ _____ |
| <input type="checkbox"/> Qualified Low-rate loan (4% below prime rate) | \$ _____ |
| <input type="checkbox"/> Qualified Investment (longer than 5 years) | \$ _____ |
| <input type="checkbox"/> Grant or Contribution | \$ _____ |

Part III: Property Type

- Single Family Multifamily Duplex Manufactured House Other

Part IV: Type of Eligible Activity (Describe activity that was completed below)

Preservation (Create or Preserve Affordable housing):

- Construction _____
- Conversion _____
- Rehabilitation _____
- Acquisition _____
- Land _____
- Financing _____

Activities that help obtain housing:

- Down Payment Assistance _____
- Pre-purchase counseling _____
- IDAs for Homeownership _____
- Supportive Services _____

Deposits, Utilities & Security _____

Activities that build capacity:

Operational Support _____

Invest in technology _____

Training _____

Technical Assistance _____

Other Activities:

Emergency Mortgage Assistance _____

Improvements for accessibility _____

Acts to help prevent homelessness _____

Post Purchase, Foreclosure counseling _____

Acts to promote Public Awareness _____

Research _____

Part V: Household Characteristics

Complete the first line entering the address for the eligible activity. Enter the unit number and address for each unit in each building along with the corresponding income, verification method, and household size. Codes for area median income and occupancy code are located in the attached instructions.

Activity Address (Street, City, Zip and County)



Unit and Household information

Address and/or Unit#	Annual Income	Verification Method	Household Size	%of Area Median Income	Occupancy Code

Signature of Executive Director

USE ADDITIONAL SHEET(S) IF NECESSARY