**Tax Credits**

1. Overview of the Program
	1. The Tax Credit Program was created in an effort to provide developers of low-income rental housing with a benefit, usually used to offset a portion of their federal tax liability, in exchange for the production of affordable rental housing.

Tax Credit residents pay their own rent, and are subject to income verification and criminal/credit checks. Income Guidelines also apply to Tax Credit properties which can vary from 30 – 40 – 50 - 60% of the area median income (based on the city your property is located in). Lastly, an applicants income cannot exceed a certain amount, based on the number of members in your household.

1. What are the Qualifications?
	1. Tenant Selection Plan for Hampton Port (attached for hyperlink)
	2. Tenant Selection Plan for Sea Breeze (attached for hyperlink)
	3. Tenant Selection Plan for Corban Townhomes (attached for hyperlink)
2. Policies, Disclosures, Administrative Plan relative to this program
	1. Under Construction
3. Wait List information Herlinda, are you wanting the link here?
	1. Hampton Port Apartments - Anyone wishing to apply at Hampton Port Apartments may do so by submitting an application at the management office located at 6130 Wooldridge Road, Corpus Christi, TX 78414. Applications are accepted every XX and XX 8:00 a.m. – 5:00 p.m.
	2. Sea Breeze Senior Apartments - Anyone wishing to apply at Sea Breeze Senior Apartments may do so as shown below depending on the unit size.
		1. One bedroom units – Applications may be submitted at the management office located at 809 Derry Dr., Corpus Christi, TX 78408. Applications are accepted Monday thru Friday 8:00 a.m. to 5:00 p.m.
		2. Two bedroom units – Applications may be submitted online by clicking the link shown here ENTER RENT CAFÉ LINK HERE
	3. Corban Townhomes - Anyone wishing to apply at Corban Townhomes may do so by online by clicking the link shown here ENTER RENT CAFÉ LINK HERE
4. Preferences Herlinda, I don’t think the preferences really apply on the site side and are more for the Section 8 side, but I have added some information below just in case.
	1. Hampton Port Apartments – No preferences offered, applications are based on the bedroom size, and then by date/time.
	2. Sea Breeze Senior Apartments –
		1. One bedroom units - No preferences offered, applications are based on the bedroom size, and then by date/time.
		2. Two bedroom units- Preferences are offered during the online application process and are shown below for reference:
			* Elderly or disabled
			* A veteran
			* Homeless
			* Involuntary Displaced
			* Public Housing Demolition/Disposition
			* Residency
			* Upward Mobility Program
			* Working Family
	3. Corban Townhomes - Preferences are offered during the online application process and are shown below for reference:
		* + Elderly or disabled
			+ A veteran
			+ Homeless
			+ Involuntary Displaced
			+ Public Housing Demolition/Disposition
			+ Residency
			+ Upward Mobility Program
			+ Working Family

**Infill**

1. Overview of the Program – Gary?
2. Website, Phone Number, Address for model home, and hours for viewing, if viewing will be available – Our model In-Fill Home is located at 170 N. 19th Street, Corpus Christi, TX 78408 (address is not set in stone). Anyone wishing to view the unit may do so anytime Monday through Friday from 8:00 a.m. to 5:00. p.m.
3. What are the Qualifications? – Tenant Selection Plan (attached for hyperlink)
4. Policies, Disclosures, Administrative Plan relative to this program – The Tenant Selection Plan is on the above item, so I’m not sure if something else is needed here.
5. Tenant/Application Selection - The Tenant Selection Plan is on the above item, so I’m not sure if something else is needed here.
6. Preferences - No preferences offered, applications are based on the bedroom size, and then by date/time.
7. Clear Photos for the Showcase Main Page – Herlinda, did you get them from Larry?
8. Any insight/upcoming news
	1. How many will be built? Please confirm number with Gary
	2. What does the timeline look like? Please confirm with Gary but I believe 2/month beginning January 2019.
	3. Any other pertinent information for public and media

**Residents /Applicants –** Most of this was already provided. The only item that is under construction is the policy from Nelrod.

1. Apply for Housing (Rent Café Link)
2. Current Residents
	1. Paying your Rent
	2. Work Order
	3. Lease Terminations
	4. Request a Grievance
	5. Other pertinent information (This will state “Under Construction” until we can get this information)
		1. Disclosures/Policy/Plan
		2. Frequently Asked Questions
		3. Phone numbers page for all properties
		4. Emergencies or On-Call numbers