



AHP Rental Project Disbursement Request

Request Date:

Project #:

Project Name:

Amount Requested: Direct Subsidy \$

Has the project's scope of work changed?

If yes, provide a description of the changes:

Have all AHP funds previously disbursed to the member for this project been disbursed by the member to the project?

Yes

No (Provide an explanation in the space below. Attach additional pages if necessary.)

N/A (First Disbursement Request)

Feasibility: An updated feasibility workbook is required at the time of every disbursement request.

A completed, **current version** of the AHP Feasibility Workbook (**located on FHLBank Topeka's website**) with up-to-date figures is attached.

Eligibility Items

Check all that apply. Provide an explanation for any items not checked.

- District Eligibility** – Project continues to meet district eligibility requirements including maximum subsidy per unit and has not exceeded the subsidy amount in the signed Agreement.
- Rental Eligibility** – At least 20% of the units in the rental project funded by this request will be occupied and affordable to households at or below 50% AMI.
- Refinancing** – AHP funds are not being used to refinance existing loans.
- Retention Documents** – Member acknowledges that a copy of the executed AHP note(s) and mortgage/deed of trust will be provided to FHLBank Topeka.
- Fair Housing** – The affirmative fair housing marketing commitments made in the approved application remain in place for this project.
- Subsidy to Reduce Interest Rate/Subsidized Advance** – The AHP subsidy is not being used to write down the first mortgage interest rate and is not being used as a subsidized advance.
- FHLBank Fees** – The funds provided for this request will not be used for any prepayment fees, cancellation fees, or penalties associated with any FHLBank advance.
- Fees** – The AHP funds provided for this request will not be used for any processing fees charged by the member for providing AHP direct subsidies.
- Transfer of AHP Funds from Member to Project** – AHP funds not provided to project within 60 days of disbursement to member must be returned to FHLBank Topeka.
- Member Ownership Interest** - The member does not have an ownership interest in the project (i.e. REO), and the mortgage or lien is not currently owned by the member.
- At least one household member for each unit is of sufficient age to enter into a legally-binding contract.

Explanation for options not checked:

Certification: To be signed by an officer of the member authorized to sign for advances or other FHLBank Topeka credit, project sponsor and project member

I request this disbursement and certify that this project and institution are in compliance with the terms and conditions of FHLBank Topeka's commitment of AHP funds for this project and with AHP regulations governing this award. In addition, I certify the above eligibility requirements are being met for this disbursement. An explanation has been provided for any options that are not checked.

Printed Name _____ Project Sponsor Entity _____

Signature _____ Date _____

Printed Name _____ Project Owner Entity _____

Signature _____ Date _____

Printed Name _____ FHLBank Topeka Member _____

Authorized Signature _____ Date _____