

Arkansas Development Finance Authority  
P O Box 8023  
Little Rock, AR 72203  
Attention: Compliance Monitoring Department  
**Management Previous Participation Certification**

1. Name & Address of Proposed Management Co.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Project Name and Address  
\_\_\_\_\_  
\_\_\_\_\_

3. List of all known principal participants of the proposed management company

LAST NAME, FIRST, STREET ADDRESS	ROLE	% Interest in Ownership of Management Company

4. Reason for the requested change in management:  
\_\_\_\_\_  
\_\_\_\_\_

### Certification and Authorization

I (individual, partner, owner, other entity) certify that I am applying to Arkansas Development Finance Authority (ADFA) for approval to participate as a principal in the role and project listed above based upon my previous participation record and this Certification. Under penalties of perjury, I certify that all the statements made by me are true, complete and accurate to the best of my knowledge and belief and are made in good faith, including the data contained in schedule A and exhibits signed by me and attached to this form.

I acknowledge that federal funds may be used in connection with the project, and that these certifications will be relied upon by ADFA in connection with ADFA's decisions.

I certify that:

1. Schedule A contains a complete listing of every assisted or insured project of HUD, USDA Rural Development, ADFA or any other state and local government housing finance agencies in which I have been or am now a principal.
2. For the period beginning seven (7) years prior to the date of this certification, and except as shown by me on the certificate that:
  - (a) No mortgage on a project listed by me has ever been in default, assigned to the Government, or foreclosed, nor has mortgage relief by the mortgagee been given;
  - (b) I have not experienced defaults under any Federally insured or Federally assisted project;
  - (c) To the best of my knowledge, there are no unresolved findings raised as a result of HUD, USDA-RD, ADFA audits, other housing finance agencies' audits, or other Governmental investigations concerning me or my projects;
  - (d) There has not been a suspension or termination of payments under any HUD, USDA-RD or any other state and local government housing finance agency assistance contracts in which I have had a legal or beneficial interest attributable to my fault or negligence;
  - (e) I have not been convicted of a felony or had a civil judgment rendered against me for commission of fraud or a criminal offense in connection with obtaining or performing a public transaction or contract, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property and I am not presently, to my knowledge, the subject of a complaint or indictment charging any of the offenses enumerated in this paragraph.
  - (e) I am not presently suspended, debarred, declared ineligible, voluntarily excluded from any transactions or construction projects involving the use of federal funds or the Low-Income Housing Tax Credit Program, or otherwise restricted by any Department or Agency of the Federal Government or State HFA from doing business with such Department, Agency, or State HFA.
  - (f) I have not defaulted on an obligation covered by a surety or performance bond and have not been the subject of a claim under an employee fidelity bond.
3. All the names of the parties known to me to be principals in this project in which I propose to participate are listed above;
4. The signature of the proposed management company owner below also authorizes ADFA to obtain from and release to any source information regarding me and my performance relative to the experience detailed as part of this certification.

Further, project owner or General Partner certifies that:

- (a) The syndicator's written approval for the change is attached;
- (b) The project lender's written approval for the change is attached;
- (c) All the parties who are principals or who are proposed as principals are listed above and no principals or identities of interest are concealed or omitted;
- (d) Proposed management staff responsible for certifying the eligibility of tenants is certified in basic LIHTC compliance requirements by one of the nationally recognized training companies;
- (e) The compliance officer of the proposed management company will attend a training session with ADFA staff within 90 days of ADFA's approval for the change;
- (f) The local site manager hired by the proposed management company will attend a training session with ADFA staff within 90 days of employment.

Statements above, if any, to which I cannot certify have been deleted by striking through the words with a pen. I have initialed each deletion, if any, and have attached a true and accurate signed statement, if applicable, to explain the facts and circumstances which I think helps to qualify me as a responsible principal for participation in this project.

Names of Principals	Signatures	Date	Title, Role or Capacity	Area Code + Telephone No.
This Form Prepared by:	Telephone No. of Preparer:			