SC HOUSING
Financing Housing. Building SC.

HOME-ARP Exhibit 1 HOME-ARP TBRA + Supportive Services Application Tab Checklist

Applicant Name: _____ Date: _____

Applicants must check off each category for which documents are included and complete.

Tab #	Application Documents	Completed - X
1	Flash Drive with tabbed-out application	
	Application - All signatures must be originals.	
	Exhibit 1 - HOME-ARP TBRA + SS Application Checklist	
2	Financial Statements, dated no later than 12/31/2024 which must include an Income Statement and a Balance Sheet.	
	Exhibit 2 - Audit Requirements Certification	
	Audit completed in accordance with 2 CFR Part 200, Subpart F, if applicable	
3	Program Summary Narrative	
	Administrative plan that includes: -Occupancy Standards -Termination of assistance -Description of how housing assistance payments are calculated -Maximum assistance amounts -Maximum length of assistance -Conflict of interest -Confidentiality of PII -VAWA Compliance -Recordkeeping -Equal Opportunity + Fair Housing -Description of Payment/Rent Standard Determination -Portability Policy	
	Written Tenant/Beneficiary Selection Procedures	
	Experience Narrative	
	PHAS Letter	
	Staff Resumes/Bios	
	Exhibit 3 - Debarment Certifications	
	Documentation of partnerships or commitments from supportive service providers, if applicable.	
4	If applicable sample copies of brochures, notifications, advertisements.	
	If applicable, any additional information that demonstrates market outreach plans.	

PLEASE NOTE: All Applicants must adhere to the tabbing system.