

**Date:** August 15, 2023

**To:** CDLAC Applicants and Project Sponsors applying for a QRRP Bond Allocation and Tax Credits

**From:** Ricki Hammett, CDLAC Deputy Executive Director

**Re:** Requirements for September 6, 2023 Application Deadline

The purpose of this memo is to inform CDLAC Applicants and Project Sponsors of the process for applying for a QRRP bond allocation and tax credits by September 6, 2023. All joint bond and tax credit applications will be submitted through the CDLAC online application portal: <https://cdlaonline.treasurer.ca.gov/>

Applications are required to be submitted to CDLAC by the CDLAC applicant (i.e. bond issuer).

**Attachment 40:** Please use the most updated Attachment 40 (June 12, 2023 Version) when submitting your application through the CDLAC online application portal. The online application portal may reject your application after the September 6, 2023, deadline if it is unable to read your application.

**Justification of Costs:** If your Project's cost exceed \$650k/unit, please upload a justification of costs explanation where you would upload the Attachment 12-A1, 12-A2, etc.

**Application Fees:** Separate checks for the CDLAC filing fee and the CTCAC filing fee shall be sent together to the CDLAC office and include an enclosure that clearly identifies the project name associated with the payment. CDLAC staff will forward the CTCAC filing fee to CTCAC.

All applications must be submitted and payment arrive at the CDLAC office no later than 5:00 pm on September 6, 2023. Please reach out to [CDLAC@treasurer.ca.gov](mailto:CDLAC@treasurer.ca.gov) with any questions or concerns.