



## Frequently Asked Questions

### 2022 CTCAC and CDLAC Application and Attachments, as of 2.25.22

**1. Q: Is it possible to delete or copy tabs into other documents?**

A: No. There are various links between the tabs that will be broken and cause reference errors if tabs are deleted or moved to other documents. Tabs may be hidden safely if needed.

**2. Q: Can Excel documents be uploaded to the CDLAC application portal?**

A: Only Attachment 40 may be submitted in Excel format at this time. Exhibits A and B shall be uploaded to the portal as PDFs only. Please send PDFs into the portal and the reviewing analyst will contact applicants for the original Excel files during the review process.

**3. Q: Is it required to send the Attachment 40 (e-app) Exhibit A and Exhibit B in excel format?**

A: Attachment 40 and Exhibit A are required to be submitted in excel. Once the E-app has been linked to Exhibit B, Exhibit B shall be converted to a PDF or printed to be distributed to the third party for signatures. All signed documents must be submitted accordingly.

**4. Q: There seems to be a scoring error on the "Exceeding Minimum Income Restrictions" category of the CDLAC scoring section. Is there a solution?**

A: The CDLAC review team is aware of the issue. In the "Points Systems" tab, there is an error in the "Exceeding Minimum Income Restrictions" sections that may not calculate scores correctly. Please notify the CDLAC team if an error is detected, and a manual override will be conducted by CDLAC to ensure accurate scoring for the application.

- 5. Q: For the Exhibit A and Exhibit B attachments with the upcoming 9% deadline on March 1, are these Excel Exhibits required to be included in the application in Excel form or merely a tool for us to complete the attachments for 3rd party signatures (GP, Management, City, Architect, etc.)? I understand we are required to link the 9% application into these exhibits to autofill some of the application information, but it isn't clear if we'll also need to submit the unsigned excel version of Exhibit A and B with the 9% application.**

A: All sheets in Exhibit B are intended to be completed, printed or PDF'd, and signed physically or digitally to be submitted in PDF form with your application. This is noted in item 7 of the Instructions on that workbook. Exhibit A does not need to be printed and signed and can be submitted as an Excel document with your application.

- 7) Cells with grey backgrounds are pulled from (or based on data from) your e-application. Applicants should only provide information in cells with yellow backgrounds. All sheets in this workbook are intended to be completed, printed or PDF'd, and signed physically or digitally to be submitted in PDF form with your application.

- 6. Q: Will there be any further updates to this application cycle documents?**

A: No. There is no plan to release another version of the application prior to the first round. If further changes are required, they will be done and posted for Round 2.

- 7. Q: Are disaster credits available for 2022?**

A: Not at this time. While Legislation is still pending regarding a new round of disaster credits, nothing has been finalized or approved.

- 8. Q: Will Round 1 documents submitted after the deadline be accepted?**

A: No. To meet our deadlines, CDLAC/CTCAC does not accept late application documentation. Please see specific submission instructions for 9% projects on the CTCAC [website](#).

Applications for 4% tax credits shall be received by CTCAC no later than March 16, 2022.

- 9. Q: Are 4% applications scored through the same points system as the 9% applications?**

A: Only 9% applications are scored competitively using regulations section 10325(c). The 4% applications at CTCAC, while non-competitive, are reviewed and scored competitively through CDLAC's scoring criteria. Only projects successful in the CDLAC competition will be receive 4% tax credits.

**10. Q: If help is still required, what are the options?**

A: Please reach out to one of the [CDLAC](#) or [CTCAC](#) analysts directly or email: [TCACdocs@treasurer.ca.gov](mailto:TCACdocs@treasurer.ca.gov) or [cdlac@treasurer.ca.gov](mailto:cdlac@treasurer.ca.gov).