EXHIBIT A

South Carolina State Housing Finance and Development Authority
2025 Tax-Exempt Bond Application Checklist

The Application Checklist must be submitted with the Tax Credit Application.

Development Name:________________________________ County:______________________

Check Off each category for which documents are being submitted. If a section is not applicable mark the section as N/A. Blank or incorrectly checked boxes WILL BE considered incomplete and/or missing documents. All references to QAP, Appendices, Exhibits or Forms are references to the 2025 documents.

<table>
<tr><th>TAB</th><th>Document</th><th colspan="2">Comments</th><th>Check Off</th></tr>
<tr><td rowspan="4">1</td><td rowspan="4">Application</td><td colspan="2">Upload the Application in both Excel and PDF format.</td><td></td></tr>
<tr><td colspan="2">Acknowledgement and Agreements</td><td></td></tr>
<tr><td colspan="2">Bond Program Disclaimer</td><td></td></tr>
<tr><td colspan="2">Development Narrative</td><td></td></tr>
<tr><td rowspan="2">2</td><td rowspan="2">Application Fees</td><td colspan="2">$6,000 Application Fee</td><td></td></tr>
<tr><td colspan="2">$600 Market Study Review Fee</td><td></td></tr>
<tr><td>3</td><td>Application Checklist</td><td colspan="2">Exhibit A</td><td></td></tr>
<tr><td rowspan="2">4</td><td rowspan="2">Bond Counsel and Investment Banker Requests</td><td colspan="2">Bond Counsel Designation Request</td><td></td></tr>
<tr><td colspan="2">Investment Banker Designation Request</td><td></td></tr>
<tr><td rowspan="6">5</td><td rowspan="6">Entity Information</td><td colspan="2">Exhibit P (Identity of Interest Certification)</td><td></td></tr>
<tr><td rowspan="3">Must complete forms for all LPs, LLCs, and CORPs involved in the ownership entity; must identify all individuals in ownership structure.</td><td>Form LP</td><td></td></tr>
<tr><td>Form LLC</td><td></td></tr>
<tr><td>Form CORP</td><td></td></tr>
<tr><td colspan="2">Valid Certificate of Existence or Authority from the SC Secretary of State for each Ownership Entity (GP or MM) listed on page two of the Application.</td><td></td></tr>
<tr><td colspan="2">Articles of Incorporation or Charter or By-Laws for ALL entities that make up any part of the general partner ownership entity.</td><td></td></tr>
</table>

6	Nonprofit Information - Provide these documents ONLY If Development Team includes a non-profit sponsor	IRS Determination of Nonprofit Status - 501(C)(3) or 501 (C)(4) Letter.	
		Most Current IRS Form 990	
		Certificate of Existence or Authority from the SC Secretary of State.	
		List of Nonprofit Board Members including the number of years they have served on the Board.	
		List of Full Time Employees and their responsibilities.	
		Narrative Statement/Plan for Material Participation.	
		By-Laws and Mission Statement. Evidence that the Nonprofit has among its exempt purposes the fostering of low-income housing.	
7	Entity Agreement	Development Agreement	
		Initial Partnership Agreement or LLC Operating Agreement	
8	Previous Tax Credit Participation	Exhibit K	
		Exhibit Y	
9	Architect and/or Professional Engineer Certification	Exhibit G	
		Accessibility Documentation- Exhibit AA	
10	Site Control Documents	a. Recorded Deed	
		b. Purchase Option	
		c. Purchase Contract	
		d. Land Lease or option on a land lease	
		e. Legally Valid Assignment of one of the above	
11	Zoning	Letter from City/County Official verifying the current site zoning classification,	
		Letter from City/County Official verifying accessibility and distance to water and sewer.	
		Letter from City/County Official stating the impact and tap fees.	
12	Acquisition/Rehabilitation Developments	Initial Building Placed-In-Service Date Information	
		Acquisition Building Service Dates - Provide date building(s) will be acquired.	
		Evidence of Existing Rental Subsidies (if applicable)	
		Current Rent Roll, certified by the property manager in both Excel and PDF format.	
		Form 3 - Developer Relocation Certification & Tenant Profile Form	
		Relocation Plan (if applicable)	
13	Utility Allowance Estimate	Current Utility Allowance Estimate	
14	Physical Needs Assessment	Physical Needs Assessment Report	
		Exhibit R	

15	Market Study	Market Study prepared by an Authority approved market analyst.	
		Exhibit S-2 Primary Market Area Analysis Summary to be included in the market study and certification.	
16	Environmental	Phase I Environmental Assessment Report	
		Exhibit W - Wetlands Certification	
17	Development Targeting/Extended Use Characteristics	Historic Character Certification (if applicable)	
		Tenant Ownership Plan (if applicable)	
		Tenant Ownership Conversion Agreement (if applicable)	
18	Financing Information	RHS or HUD Letter of Intent (if applicable).	
		Deferred Developer Fee - Statement of terms of the deferred repayment obligation.	
		Nonprofit Resolution for Deferred Developer Fee (if applicable).	
		Conventional Letter of Intent for Construction and Permanent Financing.	
		Other Funding Commitments (if applicable).	
19	Appraisal	Appraisal prepared by an Authority approved appraiser.	
20	Syndication Information	Letter from Syndicator(s) acknowledging intent to syndicate credits for the development.	
		Support for requesting STC.	
21	Other Opinions & Certifications	City/County/Legislative Notification Letters	
		Community Revitalization Plan (if applicable).	
		Exhibit Z	
		Certification of the Responsible Green and/or Energy Professional.	
		Persons with Disabilities and Affirmative Fair Housing Statement	
22	Plans and Specifications	Set of plans and specs.	
23	Financial Capacity	Documentation to demonstrate required Financial Capacity.	

If upon the submission of the Placed In Service Application it is determined that the development is not substantially the same as the development described in the initial tax credit application, the development will not be considered for an allocation of Low-Income Housing Tax Credits.