

## EXHIBIT C

### Applicable Fraction Worksheet

Project No.: \_\_\_\_\_ Building No.: \_\_\_\_\_

26 Code of the Federal Register (CFR) Section 42 (c)(1)(B)(ii) states that the owner of a low income housing project must certify at least annually to the Agency that, for the preceding 12 month period, there was no change in the applicable fraction [as identified in IRC Section 42 (c) (1)(B)] of any building in the project, or if there was a change, a description of that change. To comply with this requirement, complete the worksheet for EACH building that was not 100% occupied by qualified low-income residents on December 31<sup>st</sup> of the applicable year. Check NO and provide an explanation for question number 2 on Exhibit A: Owner's Annual Certification of Compliance. Projects allocated tax credits on a non 100% basis should identify the percentage applicable to their project.

#### Previous low-income portion of the building:

1. Enter the low-income portion that was reported to the IRS as identified on Form 8609: Schedule A for this building on your applicable years tax return: \_\_\_\_\_

#### The unit percentage of the building:

2. Enter the number of low-income units in this building that were occupied by qualified low-income residents on December 31<sup>st</sup> of the applicable year. Include units that were vacant on the applicable years tax return but were last occupied by a qualified low-income resident: \_\_\_\_\_
3. Enter the total number of rental units in this building, including both low-income and market rate units (**Do not count a manager's unit or courtesy / security unit as a rental unit**): \_\_\_\_\_
4. Divide line 2 by line 3 and express as a fraction carried out to 4 decimal points (for example 50% = .5000): \_\_\_\_\_

#### The floor space percentage of the building:

5. Enter the total floor space of all low-income units identified on line 2: \_\_\_\_\_
6. Enter the total floor space of all rental units identified on line 3: \_\_\_\_\_
7. Divide line 5 by line 6 and express as a fraction carried out to 4 decimal points (for example 50% = .5000): \_\_\_\_\_

**Applicable Fraction of building:**

8. Enter the lessor of line 4 or line 7. This is the applicable fraction, or the low-income portion for this building: \_\_\_\_\_

If line 8 is different from line 1, then the applicable fraction for this building has changed from the previous year. Answer "No" to Question 2 of Exhibit A; Owner's Annual Certification of Compliance and explain on Exhibit A, the reason for the change.