

**Tompkins County Industrial Development Agency /
Tompkins County Development Corporation**
Application for Incentives

Date: April 22, 2024

I. APPLICANT INFORMATION (company receiving benefit)

Name of Company/Applicant: Rehabilitation Support Services, Inc. ("RSS")

Owner: RSS as agent and guarantor of a to-be-created LLC for the tax credit syndication

Address: 5172 Western Turnpike

City: Altamont State: NY Zip: 12009

Primary Contact (First, Last): David Warren

Phone: (518)925-6829 Email: dwarren@rehab.org Fax: () -

If a separate company will hold title to/own the property, please provide the name and contact information for that entity:

Name of (Holding) Company: Meadow on Seneca Housing Development Fund Corporation

Owner: Rehabilitation Support Services, Inc., is the sole member and the Sponsor of the HDFC

Address: 5172 Western Turnpike

City: Altamont State: NY Zip: 12009

Primary Contact (First, Last): Tim Farricker

Phone: (518)416-7429 Email: tfarricker@rehab.org Fax: (518)579-4220

Describe the terms and conditions of the lease between the applicant and the owner of the property:

N/A – RSS through its wholly owned affiliate Meadow on Seneca Housing Development Fund Corporation holds title.

Select the type of incentives being requested (select all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Tax-Exempt Bonds | <input type="checkbox"/> Taxable Bonds |
| <input checked="" type="checkbox"/> Real Property Tax Exemption | |
| <input type="checkbox"/> Standard Tax Exemption (7-year) | |
| <input checked="" type="checkbox"/> Other (attach justification) | Standard Affordable Housing PILOT – 30 years |
| <input type="checkbox"/> CIITAP: <input type="checkbox"/> 7-year | |
| <input type="checkbox"/> CIITAP: <input type="checkbox"/> 10-year (requires determination of financial need – see CIITAP for details) | |
| <input type="checkbox"/> Sales Tax Exemption | <input type="checkbox"/> Mortgage Recording Tax Exemption |

Applicant Attorney: Heather L. Sunser, Partner at Barclay Damon

Address: 125 East Jefferson Street

City: Syracuse State: NY Zip: 13202

Primary Contact (if different from above:): _____

Phone: () - Email: _____ Fax: () -

Applicant Accountant: Kenneth McGivney, CPA, Partner

Address: 6 Wembley Ct

City: Albany State: NY Zip: 12205

Primary Contact (if different from above:): _____

Phone: (518)250-7751 Email: kmcgivney@bonadio.com Fax: (518)464-4087

Applicant Engineer/Architect (if known): Adam Fishel, PE, Partner at Marathon Engineering

Address: 840 Hanshaw Road Suite #6

City: Ithaca State: NY Zip: 14850

Primary Contact (if different from above:): _____

Phone: () - Email: _____ Fax: () -

Applicant Contractor (if known): Mike Seaman, President of Christa Construction

Address: 64 Commercial Street, Suite 401

City: Rochester State: NY Zip: 14614

Primary Contact (if different from above:): _____

Phone: (585)924-3050 Email: mseaman@christa.com Fax: () -

II. BUSINESS HISTORY

Year company was founded: 1979 NAICS Code: 813311-01

Type of ownership (i.e. C-Corp, LLC): 501(c)3

Describe in detail company background, products, customers, goods and services:

Founded in 1979, Rehabilitation Support Services, Inc. ("RSS") is a not-for-profit organization that offers a diverse array of recovery-oriented services including residential, employment, treatment, rehabilitation, care management, and community support services for persons (adults/children) with serious mental illnesses and/or substance use in 17 counties in upstate New York. Total annual service enrollments exceed 4,800 individuals. RSS serves 1,315 individuals within residential settings (OMH-licensed housing, OMH-funded supported housing, OMH-SRO housing, OMH crisis diversion beds, and eighteen current slots of OASAS housing.) RSS also serves ten formerly homeless individuals with serious mental illness through

the Empire State Supportive Housing Initiative (ESSHI) at RSS' Clinton Avenue Apartments development in Albany.

For almost 40 years, RSS has experience providing housing for individuals and families with serious mental illness and/or a substance use disorder with unstable housing histories and/or unmet housing needs. Additionally, RSS has experience serving individuals who have a history of homelessness, are at risk of homelessness, and/or are high-cost users of Medicaid. In 2023, RSS provided Care Management services to more than 2,500 unique individuals. In the course of serving these individuals, RSS provided almost 100,000 service contacts.

RSS currently is the owner and service provider of one ESSHI project located in the City of Albany, New York. Clinton Avenue Apartments is comprised of 10 units supported through ESSHI, which serves formerly homeless individuals with serious mental illness (SMI); the other 10 units are affordable and serve households at 50% of area median income (AMI) and below. Clinton Avenue apartments opened in 2020.

RSS is also the co-owner and service provider of Highridge Gardens, which is located in the City of Poughkeepsie (Dutchess County), New York. Highridge Gardens is a congregate supportive housing project (CR-SRO) which serves 50 individuals living with serious mental illness. Highridge Gardens opened in 2015. Additionally, RSS is the co-owner and service provider of Chestnut Street Apartments, an integrated SP-SRO (37 units) in Liberty (Sullivan County), New York.

RSS currently has 11 active conditional ESSHI awards, which were earned from NYS OMH during Round 6 (2021) and Round 7 (2022) of the ESSHI Request for Proposals.

Additionally, across its 17-county portfolio across upstate New York, RSS operates 320 community residence beds across a total of 24 residences, 318 NYS OMH-certified treatment apartment beds, and provides supportive services to 867 slots of supported housing.

RSS currently has a number of projects in development. RSS will offer Safe Options Supports (SOS) – Critical Time Intervention (CTI) services to individuals who are homeless and in transitional shelter settings in Albany, Otsego, Saratoga, Schenectady, Sullivan, Ulster, Tompkins, and Tioga Counties. RSS was also awarded 25 scattered-site, "Housing First" beds in Albany, Saratoga, and Schenectady Counties. Additionally, RSS will operate a Youth Assertive Community Treatment (ACT) Team in Otsego County. Finally, RSS is in the process of developing an Intensive Crisis Stabilization Center (ICSC) that will serve the Capital Region. The ICSC provides 24/7 urgent treatment to individuals experiencing an acute mental health and/or substance use crisis, and provides rapid access to services for acute symptoms to assist in diversion from a higher level of care, including medication treatment for management of substance use and mental health symptoms.

Major Customers:

70 residential income restricted units all below 80% AMI. 50% of which will be for individuals and families with serious mental illness and/or a substance use disorder with unstable housing histories and/or unmet housing needs. The remaining 50% will be affordable units for households with income up to 60%-80% of AMI.

Major Suppliers: N/A

Has your business ever received incentives that required job creation?

Yes

No

If yes, please describe:

Were the goals met?

Yes No

If no, why were the goals not met? N/A

Annual sales to customers in Tompkins County: N/A – Affordable Housing Project PILOT Tax Exemption

Percent of annual sales subject to local sales tax: N/A – Affordable Housing Project PILOT Tax Exemption

Value of annual supplies, raw materials and vendor services that are purchased from firms in Tompkins County: N/A – Affordable Housing Project PILOT Tax Exemption. Note: roughly \$79k is budgeted for contracted expenses associated with ongoing maintenance.

III. PROJECT DESCRIPTION AND DETAILS

Project Location (all addresses and tax parcels):

The Following five to be combined as part of the building permit:

- 110 N Meadow Street, Ithaca, NY 14850 (72.-2-9)
- 116 N Meadow Street, Ithaca, NY 14850 (72.-2-8)
- 607 W Seneca Street, Ithaca, NY 14850 (72.-2-7)
- 609 W Seneca Street, Ithaca, NY 14850 (72.-2-6)
- 611 W Seneca Street, Ithaca, NY 14850 (72.-2-5)

Property Size (acres): existing: 0.58A proposed: 0.58A

Building Size (square feet): existing: 0 proposed: 80,754

Proposed Dates: start: 4/1/2025 end: 8/1/2026

Please provide a narrative of the Project and the purpose of the Project (new build, renovations, and/or equipment purchases, etc.). Identify specific uses occurring within the Project. Describe any and all tenants and end users:

Rehabilitation Support Services, Inc. (referenced herein as “RSS”) is proposing the development of a new mixed-income, integrated supportive housing, community in the downtown area of the City of Ithaca. The proposed development will consist of 70 high-quality newly constructed affordable apartments for individuals and families with various supportive housing needs (known as the “Development”). This site was selected because of the strong need for affordable and supportive housing in the area, its desirable location as it relates to services and opportunities for future residents, and the characteristics of the site. Located within an urban district that is surrounded by private investment, employment, transportation, entertainment, and services, the Development will increase affordable and supportive housing choices for a wide variety of households with varying income and life circumstances within downtown Ithaca, census tract 0008.00.

The Development will target a mixed population of affordable housing with half of the units set aside for persons with serious mental illness (“SMI”), survivors of domestic violence (“DV”), and households experiencing chronic homelessness. The income of tenants will include less than 50%, 60%, and 80% of Area Median Income (“AMI”). The special needs units will include service and operating subsidy through the Empire State Supportive Housing Initiative (“ESSHI”) and SP-SRO OMH where residents in those units will meet the ESSHI definition of homeless, which includes homeless households and households at risk of homelessness. RSS has received awards for ESSHI and SP-SRO units to provide operating funding for services with rental assistance for a total of 25 SMI units, 5 DV units, and 5 chronic homeless units. The

development will consist of 70-units for households earning at or below 50% AMI (35 ESSHI units), 60% AMI (28 units), and 80% AMI (7 units).

The proposed apartment community to be built for permanent housing will be type V new construction with 4 stories of residential over a concrete podium, located on the corner of N Meadow Street and W Seneca St in the City of Ithaca. The Development will feature 11 studios, and 43 one-bedroom units, and 16 two-bedroom units with unit sizes ranging from an average of 529 net square feet to an average of 983 net square feet all within one building. The first floor of the building will include covered car parking and bicycle storage, resident service offices, leasing offices, maintenance, community space amenities, and a care coordination office for the neighborhood. The development has a total of 80,754 Square Feet ("SF"), of which 51,389 SF is projected to be gross residential. The 29,365 common area SF will be for the podium parking, first floor office and amenity space, fitness room, rooftop terrace, resident services, on-site laundry, restrooms, etc.; the first floor the common area space accounts for an open area main lobby with a greeting desk, utility rooms, a community room, restrooms, leasing office, resident supportive service offices, separate care management offices, staff break room, refuse room, mechanical, secure package drop off and elevator. The Development will be 100% visitable with all floors all floors accessible. The apartment community will include 7 (≥10%) fully handicapped accessible units plus three (≥4%) units to serve individuals with a hearing or visual impairments. There will only be one elevator and two stair towers.

Overall, the Development is located in a desirable location for an affordable housing development that is consistent with the broad goals and objectives of the City of Ithaca's Comprehensive Plan. It will embody sustainability by matter of design and color choices, green building certification and materiality. As a result of it being within walking distance to parks and recreation, transportation, employment opportunities, educational opportunities, community services, and entertainment the Development will provide an exception housing choice to many in need.

Is there a likelihood that the Project would not be undertaken but for the financial assistance provided by the Agency? Yes No

If yes, describe the reasons why the Agency's financial assistance is necessary and the effect the Project will have on the Applicant's business or operations. Focus on competitiveness issues, project shortfalls, etc.:

The operations of The Meadow on Seneca (the "Development") will not be able to afford paying standard taxes and staffing it as a supportive housing development without a PILOT because it is providing and maintaining affordable rents a the targeted population levels. The PILOT agreement will enable the project to operate viably while charging rents and providing robust services consistent with the restrictions required by its affordable housing funding sources. Furthermore, the Development is positioned to meet the following NYSHCR Housing Goals: 1) Community Renewal and Revitalization Project, 2) integrated Supportive Housing Project, 3) Project Advancing State Revitalization and Economic Development Initiatives. It is critical to project scoring and ranking in order to start construction in 2025 that it meets the Community Renewal and Revitalization Project Goal by receiving a PILOT to demonstrate municipal support.

If no, provide a narrative indicating why the Project should be undertaken by the Agency:

N/A

If the Applicant is unable to obtain financial assistance for the Project what will be the impact on the County/City/Town/Village?

The taxing jurisdiction would not benefit from the increase in marginal tax increase if it were not for the PILOT approval. The current tax payments equal roughly \$12,959.57. The projected PILOT payment amount is currently projected to start at \$51,646, which is \$38,686.43 higher in taxes paid than a vacant lot. Over the term of the PILOT this equates to a net loss of \$1,160,592.90 in revenue if not approved and the land were to stay as is. Furthermore, the City of Ithaca has tremendous unmet need for affordable rental housing for household income below 80%AMI. If real property tax relief is unavailable, then it will not be operationally viable and the unmet need for more affordable housing will remain at the present level. This is demonstrated by the attached PILOT Calculations, where over the life of the PILOT the cost difference between a 581(a) estimated tax payment and a PILOT is \$1,220,959, making it infeasible without a PILOT.

Describe what green building practices you plan to use:

The Development will advance New York State's Climate Leadership and Community Protection Act ("Climate Act") by meeting stretch goals of the most current HCR Sustainability Guidelines for New Construction. By matter of achieving LEED Gold+Zero Certification or equivalent as outlined in the Sustainability Guidelines for stretch goals, the development will far exceed current energy code and utilize all-electric systems to eliminate all fossil fuels associated with heating, cooling, and common living needs. As such, the Development will qualify for Clean Energy Initiative funding. In doing so, the building design will include state-of-the-art heat pump technology for heating and cooling, a high efficiency ERV system for clean air circulation, Energy Star® appliances and light fixtures, water conserving fixtures, and no volatile organic compound paints and green label floor coverings. The envelope will maximize insulation, air tightness and minimize heat/energy loss and thermal bridging. The development will include renewable energy technology to reduce common area utility expenses. Building energy monitoring and tracking including benchmarking, and smart building monitoring and controls will be installed. The totality of the green building design will without a doubt advance the Climate Act all while offering robust comfort and livability for the residents to reside at the community to be built.

Will this project result in a regular increase in overnight visitors to your facility (e.g. for training programs)? Yes No (N/A)

If yes, number of visitors per year: _____

Average duration of stays (days): _____

Occupancy

Select Project type for all end users at Project site (select all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Industrial | <input type="checkbox"/> Service*, ** |
| <input type="checkbox"/> Acquisition of existing facility | <input type="checkbox"/> Back office |
| <input checked="" type="checkbox"/> Housing | <input type="checkbox"/> Mixed use |
| <input checked="" type="checkbox"/> Multi-tenant | <input type="checkbox"/> Facility for aging |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Civic facility (not for profit) |
| <input type="checkbox"/> Retail*, ** | <input type="checkbox"/> Other |

* For Purposes of this question, the term "retail sales" means (1) sales by a registered vendor under Article 28 of the Tax Law of New York (the "Tax Law") primarily engaged in the retail sale of tangible personal property (as defined in Section 1101(b)(4)(i) of the Tax Law, or (2) sales of a service to customers who personally visit the project location.

** If Applicant checked "retail" or "service," complete the Retail Questionnaire contained in Section X.

List the name(s), nature of business of proposed tenant(s), and percentage of total square footage to be used for each tenant (additional sheets may be attached, if necessary):

Business	Nature of Business	% of total square footage
1. Affordable Housing	70 units of multifamily rental housing	100%
2. _____	_____	_____
3. _____	_____	_____

IV. PROJECT COSTS AND FINANCING

Project Costs

	Amount (\$)
Land and/or Building Acquisition: <u>0.58</u> acres <u>0</u> square feet	<u>\$900,000</u>
New Building Construction: <u>80,754</u> square feet	<u>\$23,191,928</u>
Building Addition(s): <u>0</u> square feet	<u>\$0</u>
Infrastructure Work:	<u>\$782,570</u>
Reconstruction/Renovation: <u>0</u> square feet	<u>\$0</u>
Manufacturing Equipment:	<u>\$0</u>
Non-Manufacturing Equipment (furniture, fixtures, etc.):	<u>\$490,000</u>
Soft Costs (professional services, etc.):	<u>\$7,793,037</u>
Other (Specify): <u>Soft + Hard Cost Contingencies</u>	<u>\$1,417,508</u>
TOTAL:	<u>\$34,575,043</u>

Have any of the above costs been paid or incurred as of the date of this application? Yes No

If yes, describe particulars: \$1,207,386 for site acquisition, due diligence activities, site plan approval and design fees, and carrying costs.

Sources of Funds for Project Costs

Bank Financing (OMH Construction Loan to Convert to CPC Perm Debt)	<u>\$2,500,000</u>
Equity (sponsor loan + deferred developer fee)	<u>\$1,302,220</u>
Tax Exempt Bond Issuance (N/A)	<u>\$0</u>
Taxable Bond Issuance (N/A)	<u>\$0</u>

Public Sources (Include sum total of all state and federal grants and tax credits)	\$30,772,823
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Identify each State and federal grant/credit:

<u>SHOP</u>	\$4,655,000
<u>HHAP</u>	\$8,500,000
<u>CEI</u>	\$385,000
<u>CHDF</u>	\$100,000
<u>Federal Tax Credit Equity</u>	\$11,918,408
<u>State Tax Credit Equity</u>	\$5,099,490
<u>Solar Tax Credit Equity</u>	\$114,925

Total sources of funds for Project costs:	\$34,575,043
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Project refinancing of existing debt only (estimated):	\$0
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Amount of anticipated financing from a lending institution: (construction loan+ CPC loan)	\$ 14,065,000
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Note: The applicant must inform the TCIDA/TCDC at the time of issuance of commitment letter if the financing will exceed the amount stated here.

V. VALUE OF INCENTIVES

Property Tax Exemption: *(Agency staff will fill out property tax exemption information based on information submitted by the applicant).*

Assumptions: \$_____ Value of increase in assessment
 _____ Annual increase in assessment/tax rate

New taxes paid: \$ _____ **Taxes Abated:** \$ _____

Year	County	School	City/Town	Village	Total	County	School	City/Town	Village	Total
1										
2										
3										
4										
5										
6										
7										
Totals										

If the applicant is requesting incentives that are greater than the Agency's Standard Tax Exemption (7 years), please provide a description of the incentive and a justification:

This is an affordable housing project requesting the Agency's standard exemption for Affordable Housing.

Sales and Use Tax Benefit:

Gross amount of costs for goods and services that are subject to State and local sales and use tax – said amount to benefit from the Agency's sales and use tax exemption benefit: N/A

Estimated State and local sales and use tax benefit (product of sales and use tax amount as indicated above multiplied by 8%) N/A

Note: The estimate provided above will be provided to the New York State Department of Taxation and Finance and represents the maximum amount of sales and use tax benefit that the Agency may authorize with respect to the application.

Mortgage Recording Tax Benefit:

Mortgage Amount (include construction/permanent/bridge financing/refinancing): N/A

Estimated mortgage recording tax exemption benefit (product of mortgage amount as indicated above multiplied by .0025): _____

Complete for bond applicants only: (Projected 25 year borrowing term)

	Without Bonds	With Bonds
First Year Debt Service	\$_____	\$_____
Total Debt Service	\$_____	\$_____

Percentage of Project costs financed from public sector:

A. Total Project Cost	<u>\$34,575,043</u>
B. Estimated Value of PILOT	\$1,220,959
C. Estimated Value of Sales Tax Incentive	N/A
D. Estimated Value of Mortgage Tax Incentive	N/A
E. Total Other Public Incentives (tax credits, grants, ESD incentives, etc.) Includes: NYSHCR, HHAP, and tax credits	<u>\$ 30,772,823</u>

Calculation of percentage of Project costs financed from public sector: 92.53%
(Total B + C + D + E above / Total Project Cost)

VI. EMPLOYMENT INFORMATION

Note: Annual employment reporting will be required during the course of the abatement.

Describe the benefits you offer to your employees:

RSS offers competitive paid vacation, sick, and parental leave time to all employees.

Describe the internal training and advancement opportunities you offer to your employees:

Management and service staff for the proposed project will complete fair housing and other management training periodically as required by NYS HCR and other project funding sources.

Employment Plan Note: The Project Owner will have no employees – however the property manager will provide maintenance and management personnel to support the project. RSS as the managing member of the Project Owner will provide support service personnel to support the project as well.

Occupation in Company	Current (Retained) Permanent FTE* Jobs		Projected New Permanent FTE* Jobs			
	Average Annual Salary Ranges/ Hourly Wage	Number of Employees	Year 1	Year 2	Year 3	Total New Jobs
Professional	N/A					
Clerical						
Sales						
Services						
Construction						
Manufacturing						
High Skilled						
Medium Skilled						
Basic Skilled						
Other (describe)						
Total						

* Full Time Equivalent (FTE) employee is equal to 40 hours a week worked. Two or more Part-time employees whose total weekly hours add up to 40 hours are counted as one FTE.

What percentage of your current positions are occupied by women? N/A %

What percentage of your current positions are occupied by minorities? N/A %

Estimated percentage of new hires who would be unemployed at time of hire: N/A %

Estimate the number of residents of the labor market area in which the Project is located that will fill the projected new jobs to be created. (The Agency defines the labor market area as Tompkins County and the contiguous counties; Cayuga, Seneca, Schuyler, Chemung, Tioga, and Cortland Counties) N/A

Are you willing to pay a livable wage, as defined by the Alternatives Federal Credit union (AFCU) of Ithaca, NY to all employees for the duration of the abatements? Yes No
If no, estimate the percentage of the current workforce whose wages meet or exceed the livable wage, as defined by AFCU. _____%

Please describe your strategy for ensuring diversity in hiring:

The General Contractor, Christa Construction, will have about 10 employees working on the job during construction and roughly 120 general laborers through subcontractors on site from time to time. The AIA contract will include equal opportunity hiring requirements, as well as minority and women owned business, service disabled veteran owned business and section 3 business employment requirements per NYSHCR.

Although the Project Owner will not have employees, RSS as the managing member of the Project Owner offers the following strategy to ensure diversity in hiring practices:

RSS consistently seeks to recruit, hire, and retain staff from the most prevalent cultural group of service users. To this end, RSS recruits and selects candidates from historically underrepresented populations; advertises positions in job forums that promote candidate diversity; and creates hiring preferences for individuals with lived experience. Additionally, RSS is committed to being responsive toward service users with limited English proficiency, and seeks to recruit individuals who speak and write a second language and/or are fluent in American Sign Language. Specifically, to be most responsive to the most prevalent cultural group of service users, RSS most frequently seeks Spanish speakers in the proposed service area.

RSS institutes a hiring preference for individuals with lived experience, particularly in direct service roles where lived experience might be most impactful for program recipients. RSS actively prioritizes the hiring of individuals with the following credentials: NYS Certified Peer Specialist, Credentialed Family Peer Advocates, and Credentialed Youth Peer Advocates. Additionally, RSS encourages team members with lived experience to gain their peer credentials while they're employed at RSS. RSS seeks to retain, hire, and retain individuals with lived experience and formal peer credentials through competitive wages and through a supportive supervision/mentorship structure. RSS recognizes that peers need to be paid equitably, and typically offers compensation that is within the same grade as Care Managers or Housing Specialists. Additionally, RSS recognizes that team members with lived experience and/or with peer credentials may experience additional nuances while on the job as a result of their work; RSS offers additional supervision and mentorship for these employees to help work through some of the additional challenges that may present.

To ensure diversity within hiring and in the organization, RSS has created a Diversity Equity and Inclusion Committee ("DEI"). The DEI Committee includes most of the RSS administrative staff including the Upstate COO, Downstate COO, Director of Human Resources, Director of Corporate Compliance, Director of Quality Improvement, Director of Housing Development, and the five Managing Directors that oversee all 17 counties of RSS. In addition, others from various levels of management staff and direct care staff and service users are part of the RSS DEI Committee. Of the 19-member DEI Committee, 32% identify as persons of color, and more than 10% of the membership speaks Spanish as a second language. The DEI Committee is responsible for promoting and advancing cultural competency agency-wide. The DEI Committee recognized that the agency would benefit from enhanced language access training in an effort to reduce disparities in treatment outcomes for individuals who do not speak English as their primary language. In response, the agency is developing a language access training to be implemented in 2024. The RSS Directors of Corporate Compliance and Quality Improvement are members of the DEI committee and are committed to integrate DEI in the quality improvement and compliance plans of the agency. These Directors analyze metrics to determine disparities in access,

quality, and treatment outcomes for historically marginalized populations. In the context of the Housing First Housing Program, the RSS Directors of Corporate Compliance and Quality Improvement will track racial disparities through metrics including hospitalizations/ED visits, discharge outcomes, returns to homelessness, and participant satisfaction with the program, and in hiring and retention of its employees

VII. CONSTRUCTION LABOR

Note: Applicants will be required to comply with the Agency’s Local Labor Utilization Policy.

Will you use contractors who:

Have a certified apprenticeship program	<input type="checkbox"/> Yes _____ %	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Pay a prevailing wage	<input type="checkbox"/> Yes _____ %	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Use local labor	<input type="checkbox"/> Yes _____ %	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A

Estimate the number of construction jobs 120

Note: Pursuant to Local Labor Utilization Policy Updated November 8, 2023, Affordable housing, defined as those projects where at least seventy-five percent (75%) of units are made available to households earning eighty percent (80%) or less of area median income and are subject to a regulatory compliance agreement by a local, state, or federal agency for a period of at least twenty (20) years, are exempt from this Policy.

VIII. ENVIRONMENTAL REVIEW AND PERMITTING

Environmental Assessment Form – Short Form Long Form

Submitted to: Nikki Cera

Agency Name: Ithaca Planning Department

Agency Address: 108 E Green Street

City: Ithaca State: NY Zip: 14850

Date of submission: 5/15/2023 Status of submission: Approved

The Applicant must comply with the State Environmental Quality Review Act (SEQRA) before the Agency can vote on proposed financial incentives. It is the applicant’s responsibility to provide a copy of the-SEQRA determination by another entity.

Please describe any short-term construction impacts or other long-term impacts to existing or adjacent businesses/tenants as well as any mitigations that were identified as part of the environmental review and or permitting process:

The City of Ithaca adopted a negative declaration under SEQRA for the proposed project on its January 23, 2024 planning board meeting indicating that the proposed project will not have an adverse impact on the environment.

Permits: Describe other permits required and status of approval process.

Permit	Status
1. SEQRA Approval	Approved January 2024
2. Site Plan Approval	Approved February 2024
3. Conditionals of Site Plan Approval	Pending – to be by July 2024
4. Building, Electrical, Plumbing Permits	Pending – est. to be March 2025

IX. OTHER

Do you have anything else you would like to tell the TCIDA regarding this project?

RSS and its entire development team, community stakeholders, and funders are all excited about this new affordable housing community with integrated supportive services. To start construction in early 2025, the IDA’s financial support is critical to the success of securing all funding required and to ensure operational feasibility while maintaining affordable rents for a broad spectrum of households in the City of Ithaca.

X. RETAIL QUESTIONNAIRE (Fill out if end users are “retail” or “service” as identified in Section III)

To ensure compliance with Section 862 of the New York General Municipal Law, the Agency requires additional information if the proposed Project is one where customers personally visit the project site to undertake either a retail sale transaction or to purchase services.

- A. Will any portion of the Project (including that portion of the cost to be financed from equity or other sources) consist of facilities or property that are or will be primarily used in making sales of goods or services to customers who personally visit the project site? Yes No

If yes, please continue. If no, do not complete the remainder of the retail questionnaire and proceed to the next section of the application.

For Purposes of this question, the term “retail sales” means (1) sales by a registered vendor under Article 28 of the Tax Law of New York (the “Tax Law”) primarily engaged in the retail sale of tangible personal property (as defined in Section 1101(b)(4)(i) of the Tax Law, or (2) sales of a service to customers who personally visit the project location.

- B. What percentage of the cost of the Project will be expended on such facilities or property primarily used in making sales of goods or services to customers who personally visit the Project? 0 %

If the answer is less than 33.33% do not complete the remainder of the retail determination and proceed to the next section of the application.

If the answer to Question A is Yes AND the answer to Question B is greater than 33.33%, indicate which of the following questions below apply to the Project:

1. Will the Project be operated by a not-for-profit corporation? Yes No
2. Is the Project location or facility likely to attract a significant number of visitors from outside Tompkins County? Yes No

If yes, please provide a third party market analysis or other documentation supporting your response.

3. Will the Project make available goods or services which are not currently reasonably accessible to the residents of the municipality within which the proposed Project would be located? Yes No

If yes, please provide a third party market analysis or other documentation supporting your response.

4. Will the Project preserve permanent, private sector jobs or increase the overall number of permanent, private sector jobs in the State of New York? Yes No

If yes, explain: _____

XI. INTER-MUNICIPAL MOVE DETERMINATION

The Agency is required by State law to make a determination that, if completion of a Project benefiting from the Agency financial assistance results in the removal of an industrial or manufacturing plant of the Project occupant from one area of the State to another area of the State or in the abandonment of one or more plants or facilities of the project occupant located within the State, Agency financial assistance is required to prevent the Project occupant from relocating out of the State, or is reasonably necessary to preserve the Project occupant's competitive position in its respective industry.

Will the Project result in the removal of an industrial or manufacturing plant of the Project occupant from one area of the state to another area of the State? Yes No

Will the Project result in the abandonment of one or more plants or facilities of the Project occupant located within the State? Yes No

If yes to either question explain how notwithstanding the aforementioned closing or activity reduction the Agency's financial assistance is required to prevent the Project from relocating out of the State or is reasonably necessary to preserve the Project occupant's competitive position in its respective industry:

Does the Project involve relocation or consolidation of a Project occupant from another municipality:

Within New York State: Yes No

Within County/City/Town/Village: Yes No

If yes to either question above, please explain: _____

XII. PAYMENT IN LIEU OF PROVIDING AFFORDABLE HOUSING UNITS

If this project is subject to a payment in lieu of providing affordable housing units on site per the Workforce Housing Policy, when will the payment be made?

At PILOT closing

Equal installments over the first three years of operation (subject to a deferral fee of 20% of the payment amount due at closing)

REPRESENTATIONS, CERTIFICATIONS AND INDEMNIFICATION

William Devita (name of CEO or other authorized representative of Applicant)

confirms and says that he/she is the CEO (title) of Rehabilitation Support Services, Inc. (name of corporation or other entity) named in the attached Application (the "Applicant"), that he/she has read the foregoing Application and knows the contents thereof, and hereby represents, understands, and otherwise agrees with the Agency and as follows:

- A. Job Listings. In accordance with Section 858-b(2) of the New York General Municipal Law, the applicant understands and agrees that, if the proposed Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the proposed Project must be listed with the New York State Department of Labor Community Services Division (the "DOL") and with the administrative entity (collectively with the DOL, the "JTPA Entitle") of the service delivery area created by the Federal Job Training Partnership Act (Public Law 97-300) ("JTPA") in which the proposed Project is located.
- B. First Consideration for Employment. In accordance with Section 858-b(2) of the General Municipal Law, the applicant understands and agrees that, if the proposed Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, where practicable, the applicant must first consider persons eligible to participate in JTPA programs who shall be referred by the JTPA Entities for new employment opportunities created as a result of the proposed Project.
- C. Employment Reports. The Applicant understands and agrees that, if the proposed Project receives any Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the Agency, at least annually or as otherwise required by the Agency, reports regarding the number of people employed at the project site, salary levels, contractor utilization, local construction labor utilization and such other information (collectively, "Employment Reports") that may be required from time to time on such appropriate forms as designated by the Agency. Failure to provide Employment Reports within 30 days of an Agency request shall be an Event of Default under the PILOT Agreement between the Agency and Applicant and, if applicable, an Event of Default under the Project Agreement between the Agency and Applicant.
- D. Local Labor Utilization Reporting. The Applicant understands and agrees that, if the proposed Project receives any Financial Assistance from the Agency, the Applicant agrees to comply with the Local Labor Utilization Policy, which requires providing documentation that construction bids were solicited from local firms and monthly construction labor reporting as outlined in the Policy.
- E. Diversity and Inclusion. The Applicant understands and agrees that, if the proposed Project receives Financial Assistance from the Agency, the Applicant agrees to comply with the Diversity and Inclusion Policy, which requires owner-occupied facilities and facilities with on-site employees to join the Tompkins County Diversity Consortium and provide annual reports on the make up of the workforce and efforts to increase diversity and inclusion as outlined in the Policy.

- F. Hold Harmless Provision. The Applicant acknowledges and agrees that the Applicant shall be and is responsible for all costs of the Agency incurred in connection with any actions required to be taken by the Agency in furtherance of the Application including the Agency's costs of general counsel and/or the Agency's bond/transaction counsel whether or not the Application, the proposed Project it describes, the attendant negotiations, or the issue of bonds or other transaction or agreement are ultimately ever carried to successful conclusion and agrees that the Agency shall not be liable for and agrees to indemnify, defend, and hold the Agency harmless from and against any and all liability arising from or expense incurred by: (i) the Agency's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the Application or the Project described therein or the tax exemptions and other assistance requested therein are favorably acted upon by the Agency, (ii) the Agency's acquisition, construction and/or installation of the Project described therein and (iii) any further action taken by the Agency with respect to the Project; including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing.
- G. Sales Tax. In accordance with Section 874(8) of the General Municipal Law, the Applicant understands and agrees that, if the proposed Project receives any sales tax exemptions as part of the Financial Assistance from the Agency, in accordance with Section 874(8) of the General Municipal Law, the applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the applicant and all consultants or subcontractors retained by the applicant. Copies of all filings shall be provided to the Agency.

Applicant hereby understands and agrees, in accordance with Section 875(3) of the New York General Municipal Law and the policies of the Agency that any New York State and local sales and use tax exemption claimed by the Applicant and approved by the Agency in connection with the Project, may be subject to recapture and/or termination by the Agency under such terms and conditions as will be established by the Agency and set forth in transaction documents to be entered into by and between the Agency and the Applicant.

- H. Fees. By executing and submitting this Application, the applicant covenants and agrees to pay the following fees:
- (i) A non-refundable application fee of \$1,000 due at time of application submission.
 - (ii) An Administrative Fee in accordance with the "fees" section of the Agency's Uniform Tax Exemption Policy (UTEP) effective as of the date of this application, to be paid at transaction closing (unless otherwise outlined in the Project Agreement or authorizing resolution). This fee (unless otherwise outlined in the UTEP) will be equal to 1% of the project costs that are positively impacted by IDA incentives. This includes the value of construction or renovations of improvements to property that is impacted by property and sales tax abatement and the value of machinery, furniture, fixtures and equipment that are impacted by the sales tax abatement.
 - (iii) All fees, costs and expenses incurred by the Agency for (1) legal services, including but not limited to those provided by the Agency's general counsel or bond/transaction counsel, and (2) other consultants retained by the Agency in connection with the proposed Project; with all such charges to be paid by the Applicant at the closing or, if the closing does not occur, within ten (10) business days of receipt of the Agency's invoices therefore please note that the Applicant is entitled to receive a written estimate of fees and costs of the Agency's bond/transaction counsel; Agency transaction counsel fees shall be an amount equal to one-third (1/3) of the Agency's Administrative Fee set forth in (ii) above with a minimum fee of \$20,000 plus out of pocket expenditures unless otherwise agreed to in writing for smaller projects.
 - (iv) The cost incurred by the Agency and paid by the Applicant, including bond/transaction counsel and the Agency's general counsel's fees and the processing fees, may be considered as a cost of the Project and included in the financing of costs of the proposed Project, except as limited by the applicable provisions of the Internal Revenue Code with respect to tax-exempt bond financing.

If the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Applicant is unable to find buyers willing to purchase the bond issue requested, or if the Applicant is unable to facilitate the sale/leaseback or lease/leaseback transaction, then, upon presentation of an invoice, the Applicant shall pay to the Agency, its agents or assigns, all costs incurred by the Agency in the processing of the Application, including attorneys' fees, if any.

- I. FOIL. The Applicant acknowledges that the Agency is subject to New York State's Freedom of Information Law (FOIL). Applicant understands that all Project information and records related to this application are potentially subject to disclosure under FOIL subject to limited statutory exclusions.
- J. Financial Review. The Applicant acknowledges that the Agency shall undertake an assessment of all material information included in connection with the Application for Financial Assistance as necessary to afford a reasonable basis for the decision by the Agency to provide Financial Assistance for the Project, including, but not limited to qualification of the proposed project under the GML (including any retail analysis, as applicable), conducting a full application review, review of applicant financial history and project pro-formas, and consideration of all local development priorities.
- K. The Applicant represents and warrants that the information contained in this Application, to the best of the Applicant's knowledge, is true, accurate and complete.
- L. The Applicant confirms and acknowledges that the owner, occupant, or operator receiving Financial Assistance for the proposed Project is in substantial compliance with applicable local, State and federal tax, worker protection and environmental laws, rules and regulations.
- M. The Applicant confirms and hereby acknowledges that as of the date of this Application, the Applicant is in substantial compliance with all provisions of Article 18-A of the New York General Municipal Law, including, but not limited to, the provisions of Section 859-a(5) and Section 862(1) of the New York General Municipal Law.
- N. The Applicant confirms and acknowledges that the submission of any knowingly false or knowingly misleading information may lead to the immediate termination of any Financial Assistance and the reimbursement of an amount equal to all or part of any tax exemption claimed by reason of the Agency's involvement in the Project.
- O. The Applicant and the individual executing this application on behalf of Applicant acknowledge that the Agency and its counsel will rely on the representations and covenants made in this application when acting hereon and hereby represents that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.

Signature: William Devita

Print Name: WILLIAM Devita

Title: CEO

Company: Rehabilitation Support Services, Inc.

Date: 4/17/24

STATE OF NEW YORK)
) SS.:
COUNTY OF TOMPKINS)

On the 17 day of April in the year 2024 before me, the undersigned, personally appeared William DeVita, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signatures on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Michelle E. Ciko

Notary Public



**NEW YORK STATE FINANCIAL REPORTING
REQUIREMENTS FOR INDUSTRIAL DEVELOPMENT AGENCIES**

Please be advised that the New York General Municipal Law imposes certain reporting requirements on IDAs and recipients of IDA financial assistance. Of particular importance to IDA applicants is Section 859 (copy attached). This section requires IDAs to transmit financial statements within 90 days following the end of an Agency's fiscal year ending December 31, prepared by an independent, certified public accountant, to the New York State Comptroller, the Commissioner of the New York State Department of Economic Development. These audited financial statements shall include supplemental schedules listing the following information:

1. All straight-lease ("sale-leaseback") transactions and whether or not they are obligations of the Agency.
2. All bonds and notes issued, outstanding or retired during the period and whether or not they are obligations of the Agency.
3. All new bond issues shall be listed and for each new bond issue, the following information is required:
 - a. Name of the project financed with the bond proceeds.
 - b. Whether the project occupant is a not-for-profit corporation.
 - c. Name and address of each owner of the project.
 - d. The estimated amount of tax exemptions authorized for each project.
 - e. Purpose for which the bond was issued.
 - f. Bond interest rate at issuance and, if variable, the range of interest rates applicable.
 - g. Bond maturity date.
 - h. Federal tax status of the bond issue.
 - i. Estimate of the number of jobs created and retained for the project.
4. All new straight lease transactions shall be listed and for each new straight lease transaction, the following information is required:
 - a. Name of the project.
 - b. Whether the project occupant is a not-for-profit corporation.
 - c. Name and address of each owner of the project.
 - d. The estimated amount of tax exemptions authorized for each project.
 - e. Purpose for which each transaction was made.
 - f. Method of financial assistance utilized for each project, other than the tax exemptions claimed by the project.
 - g. Estimate of the number of jobs created and retained for the project.

Please sign below to indicate that you have read and understood the above.

Signature: William Devita

Print Name: William Devita

Title: CEO

Company: REHABILITATION SUPPORT SERVICES, INC.

Date: 4/12/24

The Meadow on Seneca: Affordable Housing Narrative for PILOT Application

As sponsor, Rehabilitation Support Services, Inc. ("RSS") is proposing the development of a new mixed-income, integrated supportive housing, community in the downtown area of the City of Ithaca as project sponsor and primary service provider. The proposed development will consist of 70 high-quality newly constructed affordable apartments for individuals and families with various supportive housing needs (known as the "Development"). This site was selected because of the strong need for affordable and supportive housing in the area, its desirable location as it relates to services and opportunities for future residents, and the characteristics of the site. Located within an urban district that is surrounded by private investment, employment, transportation, entertainment, and services, the development will increase affordable and supportive housing choices for a wide variety of households with varying income and life circumstances within downtown Ithaca.

The proposed apartment community to be built for permanent housing will be type V new construction with 4 stories of residential over a concrete podium, located on the corner of N Meadow Street and W Seneca St in the City of Ithaca; the approximate address is 116 N Meadow St., Ithaca, NY 14850. The Development will target a mixed population of affordable housing with half of the units set aside for persons with serious mental illness ("SMI"), survivors of domestic violence ("DV"), and households experiencing chronic homelessness. The income of tenants will include up to 50% (25 ESSHI units and 10 OMH units – where the rental assistance associated with these units are able to provide deep affordability below 30% AMI), 60% (28 units), and 80% (7 units) of Area Median Income ("AMI"). The Development will include 11 studios, 43 one-bedrooms, and 16 two-bedroom units. Of the 35 supportive units, 25 will be reserved for persons with SMI, five will be for DV, and five will be for persons dealing with chronic homelessness. Of the 70-units, the Development will include seven ($\geq 10\%$) fully handicapped accessible units and three ($\geq 4\%$) units to serve individuals with hearing or visual impairments. The Development will advance New York State's Climate Leadership and Community Protection Act ("Climate Act") by meeting stretch goals of the most current HCR Sustainability Guidelines for New Construction. By matter of achieving LEED Gold+Zero Certification as outlined in the Sustainability Guidelines as a stretch program, the development will far exceed current energy code and utilize all-electric systems to eliminate all fossil fuels for heating, cooling, and common living needs; it will qualify for the Clean Energy Initiative. As such, the building design will include a state-of-the-art heat pump technology for heating and cooling, a high efficiency ERV system for clean air circulation, Energy Star[®] appliances and light fixtures, water conserving fixtures, no volatile organic compound paints and green label floor coverings. The envelope will maximize insulation, air tightness and minimize heat/energy loss and thermal bridging. The development will include renewable energy technology to reduce common area utility expenses. Building energy monitoring and tracking including benchmarking, smart building monitoring and controls will be installed. In doing so, the development will without a doubt advance the Climate Act all while offering robust comfort and livability for the residents to reside at the community to be built. Furthermore, there will be plenty of on-site amenities focused on quality of life and mental and physical wellness for resident enjoyment.

The City of Ithaca is well known as a high-cost area of New York State with high acquisition cost due to limited geography and inventory, high rents due to demand and limited supply of units, and high construction costs because of the elevated design standards for high quality materials, deep foundation design requirements due to topography and geology, building permit and site plan review fees, and downtown nature of construction. The total project cost is estimated to be \$34,575,043 with a total cost of construction estimated by pre-selected general contractor Christa Construction to be \$24,351,524

inclusive of construction contingencies (calculated as \$23,191,928 base construction contract plus \$1,159,596 for construction change order contingency). RSS has a pending \$8,500,000 request of the construction costs to be funded with HHAC funds; this amount will be specific to the base construction contract without hard cost contingency. As a High-Cost Project, RSS will apply for available funding in the upcoming HCR Multifamily Finance 9% LIHTC RFP anticipated to be released and due in the summer of 2024 to include a \$1,386,000 allocation of federal low-income housing tax credits, \$750,000 allocation of state low income housing tax credits, and \$385,000 in CEI subsidy. Additional sources of permanent financing include \$114,925 in renewable energy tax credit equity, \$828,635 in deferred developer fee, \$226,200 in Program Development Grant funds that will be in the form of a sponsor loan, and \$100,000 in Tompkins County Community Housing Development Funds, also both in the form of a sponsor loan. RSS has received a Round 8 ESSHI Award total of \$875,000 in ESSHI funds for the maximum support of \$25,000 for 35 units, with OMH as the designated State Contracting Agency. Prior to binding agreement, RSS will be amending the conditional award to 25 units to allow for 10 SP-SRO units for SMI populations through OMH at a maximum of \$23,902 per unit. OMH has conditionally awarded the 10 OMH units for a total of \$2,500,000 in capital and \$239,020 in annual operating services.

RSS has assembled an experienced development team of highly qualified professionals for this project who have worked together on previous capital projects like the one proposed. RSS will be the project sponsor, developer and service provider. Passero Associates is the project architect and Christa Construction LLC is the pre-selected general contractor. Barclay Damon is the project attorney. Providence Housing will serve as the property manager to conduct the initial rent-up of all the units and ongoing compliance audits amount its duties as manager. CSD Housing is RSS's development and financial consultant and will assist RSS throughout all development phases.

The Meadow on Seneca PILOT Calculations

Year	1	2	3	4	5	6	7	8	9	10
Net Operating Income (before taxes and debt service)	\$ 376,395	\$ 373,570	\$ 370,504	\$ 367,187	\$ 363,608	\$ 359,757	\$ 355,622	\$ 351,190	\$ 346,450	\$ 341,389
PILOT Proposed	\$ 51,327	\$ 52,353	\$ 53,400	\$ 54,468	\$ 55,558	\$ 56,669	\$ 57,802	\$ 58,958	\$ 60,137	\$ 61,340
581-a Estimated Tax	\$ 81,423	\$ 83,052	\$ 84,713	\$ 86,407	\$ 88,135	\$ 89,898	\$ 91,696	\$ 93,530	\$ 95,400	\$ 97,308
Difference	(\$ 30,097)	(\$ 30,698)	(\$ 31,312)	(\$ 31,939)	(\$ 32,577)	(\$ 33,229)	(\$ 33,894)	(\$ 34,571)	(\$ 35,263)	(\$ 35,968)
Year	11	12	13	14	15	16	17	18	19	20
Net Operating Income (before taxes and debt service)	\$ 335,993	\$ 330,249	\$ 324,143	\$ 317,660	\$ 310,785	\$ 303,503	\$ 295,796	\$ 287,648	\$ 279,041	\$ 269,959
PILOT Proposed	\$ 62,567	\$ 63,818	\$ 65,095	\$ 66,396	\$ 67,724	\$ 69,079	\$ 70,460	\$ 71,870	\$ 73,307	\$ 74,773
581-a Estimated Tax	\$ 99,254	\$ 101,239	\$ 103,264	\$ 105,330	\$ 107,436	\$ 109,585	\$ 111,777	\$ 114,012	\$ 116,292	\$ 118,618
Difference	(\$ 36,688)	(\$ 37,421)	(\$ 38,170)	(\$ 38,933)	(\$ 39,712)	(\$ 40,506)	(\$ 41,316)	(\$ 42,142)	(\$ 42,985)	(\$ 43,845)
Year	21	22	23	24	25	26	27	28	29	30
Est. Net Operating Income (before taxes and debt service)	\$ 260,381	\$ 250,289	\$ 239,663	\$ 228,482	\$ 216,724	\$ 204,368	\$ 191,391	\$ 177,769	\$ 163,477	\$ 148,491
PILOT Proposed	\$ 76,269	\$ 77,794	\$ 79,350	\$ 80,937	\$ 82,556	\$ 84,207	\$ 85,891	\$ 87,609	\$ 89,361	\$ 91,148
581-a Estimated Tax	\$ 120,991	\$ 123,410	\$ 125,879	\$ 128,396	\$ 130,964	\$ 133,583	\$ 136,255	\$ 138,980	\$ 141,760	\$ 144,595
Difference	(\$ 44,722)	(\$ 45,616)	(\$ 46,529)	(\$ 47,459)	(\$ 48,408)	(\$ 49,377)	(\$ 50,364)	(\$ 51,371)	(\$ 52,399)	(\$ 53,447)

PILOT Proposed Total	\$ 2,082,223
Estimated 581-a Total	\$ 3,303,182
Total Savings	\$ 1,220,959

Fee Break Down:

IDA App Fee	flat fee	\$ 1,000
IDA Fee (1% hard costs)	0.50%	\$ 115,960
IDA Attorney Fee	33%	\$ 38,267
Total Fees		\$ 155,226

General PILOT Notes:

PILOT proposed is a fixed amount based on 12% of NOI in year one with a 2% increase each year
 Payment schedule subject to change based on budget adjustments during pre-construction phase
 Final budget to be set at construction loan closing.

The Meadow on Seneca
Approval and Funding Timeline

Task Number	Predecessor Task Number	Lead Time (Days)	Projected Activity / Expected Outcome	Status	Est. Completion Date
1	-	-	Finalize Purchase and Sale Agreement, binding Community Bank, N.A. to sell to CSD Housing, LLC. CSD to assign to RSS as eventual sponsor and building owner/operator.	Complete	02/09/23
2	1	12	Seller Information Receipt Date	Complete	02/21/23
3	2	0	*Due Diligence Period Start*	Complete	02/21/23
4	-	-	CSD & RSS to start community outreach with councilmembers, nonprofits, community stakeholders, referral partners, etc.	Complete	-
5	3	38	Sketch Plan application	Complete	03/31/23
6	5	7	Sketch Plan review	Complete	04/07/23
7	-	-	2023 HHAP RFP Release	Complete	05/01/23
8	6	30	Architect to finish schematic drawings to provide contractor pricing & prepare for applications	Complete	05/07/23
9	6	38	Planning Board submission - initial drawings	Complete	05/15/23
10	9	43	Planning Board meeting - initial presentation & review of drawings	Complete	06/27/23
11	10	10	PRC submission - initial drawings	Complete	07/07/23
12	11	7	PRC meeting - review of initial drawings	Complete	07/14/23
13	10	21	Planning Board submission - updated drawings	Complete	07/18/23
14	13	7	Planning Board meeting - review application & declare lead agency	Complete	07/25/23
15	12	21	PRC submission - updated drawings	Complete	08/04/23
16	15	7	PRC meeting - Review of updated drawings	Complete	08/11/23
17	14	21	Planning Board submission - updated drawings	Complete	08/15/23
18	3	181	Expiration of the Due Diligence Period	Complete	08/21/23
19	17	7	Planning Board meeting - design review & set public hearing	Complete	08/22/23
20	16	21	PRC submission - updated drawings	Complete	09/01/23
21	20	7	PRC meeting - Review of updated drawings	Complete	09/08/23
22	19	28	Planning Board submission - updated drawings	Complete	09/19/23
23	22	7	Planning Board meeting - Public Hearing Date	Complete	09/26/23
24	-	-	ESSHI RFP Release	Complete	10/10/23
25	18	60	Land Closing	Complete	10/20/23
26	-	-	OMH SP-SRO RFP Release	Complete	11/15/23
27	23	56	Planning Board Submission	Complete	11/21/23
28	-	-	HCR HOME-ARP RFP Release	Complete	11/29/23
29	27	8	Planning Board meeting - Review of updated drawings, EAF, Utility Review	Complete	11/29/23
30	-	-	PRC Submission	Complete	12/01/23
31	24	56	ESSHI RFP application response deadline	Complete	12/05/23
32	30	10	PRC Meeting	Complete	12/09/23
33	29	14	Planning Board submission - updated drawings	Complete	12/13/23
34	33	7	Planning Board meeting - Review of EAF, Fire Access, and Open Space	Complete	12/20/23
35	28	23	HCR HOME-ARP Initial Application for Threshold Review	Complete	12/22/23
36	34	17	PRC Submission	Complete	01/06/24
37	36	7	PRC Meeting	Complete	01/13/24
38	37	4	Planning Board Submission - review of any applicable revisions from SEQR	Complete	01/17/24
39	38	7	Planning Board Meeting - SEQR negative declaration	Complete	01/24/24
40	26	76	OMH SP-SRO RFP Proposal Deadline	Complete	01/30/24
41	31	58	ESSHI Conditional Awards	Complete	02/01/24
42	35	56	HCR HOME-ARP Deadline	Complete	02/16/24
43	34	28	Planning Board Submission - review of final drawings	Complete	02/21/24
44	43	7	Planning Board Meeting - Preliminary / Final Site Plan Approval	Complete	02/28/24
45	41	26	HHAP Application	Complete	02/27/24
46	40	55	OMH SP-SRO Award Notification	Complete	03/25/24
47	39	89	PILOT application	Complete	04/22/24
48	45	99	HHAC Board Meeting Date - HHAP Award	Not Started	06/05/24
49	-	-	HCR Summer 9% Release	Not Started	07/06/24
50	47	90	PILOT Approval	Not Started	07/21/24
51	49	45	HCR RFP response deadline	Not Started	08/20/24
52	51	120	HCR 9% award	Not Started	12/18/24
53	52	1	Start permit set architectural drawings	Not Started	12/19/24
54	52	90	Satisfy any remaining environmental conditions and prepare for closing	Not Started	03/18/25
55	53	90	Finish CD's	Not Started	03/19/25
56	55	7	City to issue final building permits	Not Started	03/26/25
57	56	120	Construction Start	Not Started	04/17/25
58	57	540	Construction Completion	Not Started	10/09/26
59	58	180	100% Occupancy	Not Started	04/07/27
60	59	90	Permanent Conversion	Not Started	07/06/27