Department of Planning and Development
Division of Housing and Community Development

Request for Proposals (RFP)

9% LIHTC Gap Financing

RFP Release Date: 10/19/2026

Department of Planning and Development
Division of Housing and Community Development
REQUEST FOR PROPOSALS
9% LIHTC Gap Financing

Table of Contents

I. Introduction 3
II. Eligibility 3
A. Eligible Applicants and Borrower Entities 3
B. Eligibility Criteria 4
III. Submission Instructions 6
A. Submission Checklist 6
B. Project Overview 6
C. Project Narrative 6
D. Development Team 9
E. Disclosures 9
F. Underwriting 9
G. Project Attachments 10
IV. Review Process 13
A. Completeness Review 13
B. Proposal Evaluation 13
V. Additional Information 14
Appendix A: Funding Source Requirements 15
Appendix B: Interactive Map Instructions 16
Appendix C: Place-Based Strategy Areas 17
Appendix D: High Opportunity Areas (HOAs) 18

I. Introduction

The Division of Housing and Community Development ("DHCD") is responsible for advancing the affordable housing strategy for the City of Philadelphia (the "City") through the production and preservation of housing opportunities for low- and moderate-income households. In furtherance of this mission, DHCD is soliciting proposals from developers and development entities (each, an "Applicant") to finance affordable housing development projects involving the new construction and rehabilitation of rental and special-needs housing serving low- and moderate-income households (each a "Project").

The 9% LIHTC Request for Proposals (the "RFP") is intended to provide gap financing for Projects obtaining an allocation of 9% Low-Income Housing Tax Credits ("LIHTC") and does not apply to Projects financed solely with 4% LIHTC. Projects that include both 9% and 4% LIHTC components may apply for the 9% LIHTC project, provided that the project otherwise meets the requirements of this RFP. DHCD reserves the right to amend, modify, or withdraw this RFP at any time.

Applications must be submitted by 5:00pm on December 2nd, 2026. Applications will be reviewed by a review committee that may include representatives from DHCD, the City's Commerce Department, the Philadelphia Housing Development Corporation ("PHDC"), the City's Office of Homeless Services ("OHS"), and the City's Planning Commission.

DHCD will determine the funding source(s) to be utilized for each Project during the underwriting process. Awarded Projects will receive funding from the City's H.O.M.E. Bond funds, the City's Housing Trust Fund, federal HOME Investment Partnerships Program funds, or other funding sources as applicable. Other terms and conditions than those listed below will apply to a project depending on the funding source(s) awarded.

II. Eligibility

Only Projects located in the City of Philadelphia that have submitted or will submit an Intent to Submit for 9% LIHTCs through the Pennsylvania Housing Finance Agency ("PHFA") online submission system are eligible for funding under this RFP. If the PHFA Intent to Submit online submission system has not opened by the DHCD application deadline, the Applicant must submit evidence of its PHFA Intent to Submit within five (5) business days after PHFA's online submission system opens, in accordance with the Eligibility Criteria in Section B below.

Responses to this RFP must be consistent with applications submitted to PHFA and must comply with PHFA's 9% LIHTC requirements. DHCD reserves the right to withdraw or rescind any financing commitment if there are inconsistencies between the submissions made to DHCD and PHFA.

A. Eligible Applicants and Borrower Entities

The Applicant, the borrower entity, and any entity having an ownership interest in either, to the extent required by applicable law, must be authorized to conduct business in the Commonwealth of Pennsylvania and the City of Philadelphia. Evidence of such authorization shall include, at minimum,

applicable formation and registration documents issued by the Pennsylvania Department of State, a certificate of good standing dated no more than 90 days prior to the date of application, and a Commercial Activity License issued by the City of Philadelphia. All such authorization must be in effect as of the date of application and maintained throughout the term of the financing.

B. Eligibility Criteria

Eligibility Criteria have been established to ensure that Projects awarded under this RFP (i) align with the Selection Criteria for Rental and Special-Needs Projects in DHCD's current Annual Action Plan and (ii) are ready to proceed to financial closing within 18 months of receipt of an award from DHCD. Applicants should not respond to this RFP until they meet all the following Eligibility Criteria:

- **PHFA Intent to Submit:** Applicants must provide evidence of submission of a PHFA Intent to Submit for 9% LIHTC for the Project, as made evident by an email invoice from PHFA opening the application for submission. If the PHFA Intent to Submit online submission system has not opened by the DHCD application deadline, Applicants must send the email invoice from PHFA to DHCDRFPInquiry@phila.gov within five (5) business days after the PHFA Intent to Submit online submission system opens. An Applicant's submission of an Intent to Submit will be confirmed with PHFA during the review process.

- **Evidence of Site Control:** Applicants must provide evidence of existing site control in the form of a deed or a viable path to site control in the form of a purchase and sale agreement, ground lease, or reservation letter for all parcels that comprise the project.

- **Unit Set-Aside Requirements**: Projects must meet the following set-aside requirements:

    - At least 10% of units must be accessible for persons with mobility impairments;

    - At least 4% of units must be accessible for persons with hearing and/or vision disabilities; and

    - At least 10% of units must be available for lease to and occupancy by persons referred by the City's Office of Homeless Services.

- **Visitability Requirements**: All new construction Projects must include the following visitability design features at a minimum:

    - At least one no-step entrance at either the front, side, rear, or through a garage entrance;

    - Door openings (including, without limitation, powder room and garage doors) that are at least 32 inches wide; and

    - Hallways and other room entrances that are at least 36 inches wide.

If a new construction Project cannot provide visitability for all units in the Project, the Applicant should include an explanation from the Project Architect detailing why 100% of the unit cannot be visitable.

- **Design Standards:** Applicants must comply with the design standards in PHFA's Qualified Allocation Plan that are applicable to 9% LIHTC allocations. Applicants are also strongly encouraged to utilize design approaches that achieve an appropriate balance between quality, durability, aesthetics, and cost efficiency. Projects that demonstrate "affordable luxury" while complementing and enhancing the surrounding neighborhood will be viewed favorably. Examples of favored design elements include but are not limited to high-quality fixtures and finishes, sustainable materials and building systems, inviting common areas that foster resident engagement and community building (i.e. lobbies, courtyards, fitness rooms, and community rooms), incorporation of public art, and features that encourage child learning and intergenerational engagement.

- **Development Budget Completeness and Financial Viability:** The development budget must accurately represent the total development cost of the Project, including, without limitation, construction costs, acquisition costs, soft costs, financing fees, reserves, and syndication fees. The development budget must also include accurate amounts for each financing source, each of which must be supported by documentation evidencing the availability or commitment of each financing source or narrative describing the plan for securing commitment of those funds. Projects with significant financing gaps after the inclusion of a DHCD Award may not advance past the Eligibility Review.

- **Compliance with DHCD Subsidy Limits:** Applicants must comply with the City's maximum allowable subsidy limits detailed in the Selection Criteria Appendix of the 2026-27 DHCD Annual Action Plan. Please note that these subsidy limits represent maximums, not guaranteed subsidy amounts. Final award amounts will be determined based on Project need and available funding.

  Priority will be given to rental and special-needs Projects that request less than the maximum subsidy limit by leveraging other financing sources. Developers are expected to seek competitive pricing, contain costs, maximize supportable debt, and pursue additional financing sources. Developers should not assume that the maximum subsidy will be awarded. DHCD reserves the right to reduce an award amount if it is determined during PHDC underwriting that the Project does not require the full amount of the original DHCD award. Proposals exceeding the maximum subsidy limit will generally not be considered. Exceptions are rare and subject to DHCD's sole discretion based on compelling circumstances.

- **Evidence of Rent and/or Operating Subsidy:** For Projects that include a rent and/or operating subsidy, Applicants must clearly identify the source of the subsidy and submit, as an attachment, a commitment letter or other documentation evidencing the availability or commitment of the subsidy.

- **Project Attachments:** Applicants must submit all attachments identified as required for "*all projects*," together with all additional attachments required for the applicable Project.

Applications that do not meet all Eligibility Criteria will not pass the Completeness Review described below and will not be eligible for funding.

III. Submission Instructions

For each Project, a complete application must be submitted that utilizes the current application forms and the instructions therein and provides all requested supporting documentation. Applications submitted on incorrect or outdated forms will not be considered for funding. Application forms and full submission instructions are available on the PHDC Funding Opportunities webpage.

The sections that follow are intended to serve as best practices for completing the two Excel Workbook portions of the application. Each subsection is titled to correspond with the specific workbook tab it references. Sections A through E correspond to tabs in the "Workbook 1 –9% LIHTC RFP – Project & Team Information" Excel workbook. Section F corresponds to tabs in the "Workbook 2 – PHDC Underwriting Template" Excel workbook. The Project Attachments described in Section G may be uploaded directly via the application portal.

A. Submission Checklist

All Applicants must complete the Submission Checklist included as the first tab of Workbook 1 by indicating whether each required application document and supporting item has been included with the submission.

B. Project Overview

Please input general project description information in this tab, including an overview of project classification details, unit size and income targeting, site location(s), anticipated development timeline, and basic tax credit details.

C. Project Narrative

Please follow these best practices for the Project Narrative tab of Workbook 1:

- **C-1. Project Summary:** Provide a summary of the project. Include the project name, developer, project location, number of units, number of accessible, special-needs, and visitable units, total project costs, amount of subsidy requested, and additional information such as amenities and additional features. Applicants are encouraged to use the following template to develop the project summary:

The [*Project Name*] is being developed by [*Developer Name].* The property is located at [*full address(s)*] in the [*neighborhood name*] neighborhood. The total development cost is [*$XX,XXX,XXX*], of which [*$XX,XXX,XXX*] is requested from DHCD.

The [*Project Name*] involves the [*new construction/preservation/rehabilitation*] of a [*number of stories*]-story [*elevator/walk-up*] building totaling approximately [*square footage*] square feet. The Project will result in the [*production/preservation/ rehabilitation*] of [*total number of units*] rental units consisting of [*unit mix by size*].

The Project will serve [*target population*]. Amenities include *[description of site amenities, e.g. on-site management, laundry, community room, parking, bike storage*]. The site is [*description of neighborhood amenities, e.g. proximate to public transportation, parks, schools, services*].

Units will be available to tenants with a household income at or below [*description of income limits, e.g., 60% of Area Median Income*]. The Project [*will / will not*] receive an operating or rental subsidy. [*If yes specify type, e.g. Project-Based Vouchers from the Philadelphia Housing Authority*].

- **C-2. Project Description**: Project descriptions should follow the format of the descriptions included in *Exhibit A: Project Description Guidelines*. Provide a description of the physical aspects of the Project and the scope of work for the Project. Describe Project design elements, including any plans to incorporate green or sustainable design elements sufficient to secure a third-party green building certification.

  For rehabilitation or preservation Projects, Applicants must clearly describe the scope of improvements to existing units and common areas, including, without limitation, any upgrades to building systems, unit interiors, accessibility, and overall quality of living conditions. For Mixed-Use projects, Applicants must describe the commercial portion of the Project.

- **C-3. Population Summary:** Provide a general overview of the proposed population the Project will serve. If applicable, indicate whether the Project will serve one or more of the preference populations listed below and describe how the developer will reach the applicable population. For all preference populations served, describe the number of units that will serve the given population:

  - **Large Family Households:** Projects that will serve large families (three or more bedrooms).

  - **Senior Households (Age 62+) Requiring Service-Enriched Housing:** Projects that will serve seniors and will provide a range of services and access to amenities to promote independent living.

- **Extremely Low-Income Households (≤30% AMI):** Projects that will serve households earning 30% of AMI or less. Note that if the Project proposes to serve extremely low-income households, the developer must describe how these households will afford tax credit rents and describe any rental assistance that will be provided.

- **Homeless and Special-Needs Individuals:** Projects that provide permanent supportive housing for households that meet HUD's definition of homeless. For Projects that will serve vulnerable populations, teams with demonstrated experience offering targeted supportive services will be ranked higher. See DHCD's current Annual Action Plan for the Special-Needs Definitions (navigate to the *Selection Criteria for Rental and Special-Needs Projects* section within the Appendix)

- **Returning Citizens**: Projects that will serve individuals who were previously incarcerated.

- **Veterans**: Projects that will serve individuals in the active military, naval, or air service, or were discharged or released under conditions other than dishonorable, and their families.

- **C-4. Services Description (If Applicable):** Provide a brief description of the services that will be offered to residents and the associated funding sources for the services. If these services are targeted to serve population groups meeting a preference population as defined above, Applicants should explain how these services will meet the needs of the specified group.

- **C-5. Site Information:** Include a description of all neighborhood amenities within a walkable distance from the Project. "Amenities" may include but are not limited to grocery stores, public parks, schools, community center spaces, and public transit stations. Applicants should also describe how the Project fits within the neighborhood, including its consistency with existing property uses and compatibility with local design elements. A map illustrating all proximate neighborhood amenities is optional but strongly encouraged. Maps should be included as an additional page within the single file uploaded under Project Attachment "G-6: Preliminary Project Site Plan".

- **C-6. "But-For" Analysis:** Clearly justify the funding request by explaining why the Project would not be feasible without the requested support, including 1) existing funding gaps and constraints, 2) the need for funding in exactly the amount requested, and 3) the project's path to closing if the requested funding is approved. If the Project will extend long-term affordability and reduce the risk of conversion to market-rate housing, Applicants must describe how this will be achieved.

- **C-7. Site Control & Zoning:** Include a description of the current zoning, current use, occupancy status, and site control status both at the time of application and anticipated at the time of loan closing. Applicants proposing Projects on publicly owned property owned by the City, the Philadelphia Redevelopment Authority ("PRA"), or the Philadelphia Land Bank ("PLB") are strongly recommended to identify any required zoning relief as early as possible and to coordinate with DHCD prior to submitting an Application regarding the process to obtain the

necessary zoning relief. Please email DHCD at DHCDRFPInquiry@phila.gov with the property addresses of the publicly owned property and the required zoning relief that the Applicant will need in order to develop the Project.

- **C-8. Community Engagement:** Include a summary of 1) the community meeting held within a year of application, 2) whether there is community support for the Project, and 3) any specific feedback provided during the meeting. For preservation Projects where a community meeting was not held, Applicants must describe any efforts undertaken to engage current residents proximate to and/or residing in the Project, along with any feedback received through those efforts. Additionally, for preservation Projects, Applicants must describe the relocation plan, including how relocation expenses will be funded.

D. Development Team

All applications must include an overview of the development team's housing development capacity and experience in the Development Team tab. Where applicable, the Applicant must identify the entity or individual serving as architect, general contractor/builder, management agent, development consultant, and attorney. The Applicant must then provide details on each development team members' development experience, specifying which existing projects have been completed and which are in progress.

E. Disclosures

Applicants must provide information regarding actual or potential conflicts of interest, code or regulatory violations, loan defaults, bankruptcies, and other matters relevant to the Applicant's integrity and capacity. The review committee will review these disclosures as part of its assessment of the development team's qualifications, compliance history, and ability to successfully undertake the proposed project.

F. Underwriting

The following sections correspond to tabs in the "Workbook 2 - PHDC Underwriting Template". document. Each tab must be completed fully and accurately:

- **F-1: Budget Summary:** Include details for every construction and permanent source that will finance the Project, including an accurate amount for each source and a source name as applicable (e.g. "PHFA 1st Mortgage" in the "Senior Construction Loan" cell or "FHLB Pittsburgh" in the "Other Grants / Incentives" cell). Project overview information should also be entered at the top of the Budget Summary tab.

- **F-2: Development Budget:** Include a complete and accurate representation of the costs associated with the Project. Note that costs exceeding DHCD standards will be flagged on this tab as exceeding allowable limits.

- **F-3: Sources by Use:** Include the specific costs to be funded by each source. The total amount allocated within each source column must equal the total amount of that source.

- **F-4: Tax Credit Summary:** Include basic information on Low-Income Housing Tax Credits and Historic Preservation Tax Credits associated with the project, including the total amount of tax credits requested, the anticipated equity raised, and the identified tax credit investor.

- **F-5: Units & Income:** Include the total number of proposed units by income tier, as well as the number of units within each tier set aside for persons with mobility impairments, persons with hearing and/or vision impairment vision, and homeless persons referred by the City. Rental income should be entered on this tab by breaking out the total rental assistance amount, the tenant payment, and the utility allowance for the given unit. Projects with commercial space should also enter the projected commercial rental income on this tab.

- **F-6: Interest**: Include the loan amount, interest rate (base rate and servicing if applicable), and term for all interest-bearing sources so that paid and accrued interest may be calculated for construction sources and annual debt service may be included for permanent sources. Applicants should also enter whether permanent sources are committed, and the date committed or anticipated on this tab.

- **F-7: Operating Proforma:** Include a complete and accurate representation of the operating expenses associated with the Project, including supportive services expenses and investor services fees if applicable. Applicants should also enter their year-over-year trending assumptions on this tab.

G. Project Attachments

All Applicants must submit documents listed as "Required" in the Workbook 1 Submission Checklist (Tab A). Depending on the Project's scope and classification, additional documentation may be required. Applicants are strongly encouraged to provide the additional documents listed as "Optional" in the Workbook 1 Submission Checklist.

The following guidelines outline the document type and applicability by project or preference category:

- **G-1: Evidence of Site Control:** Include evidence of site control in the form of a deed, purchase and sale agreement, ground lease, or a reservation letter for all parcels. If site control is not yet achieved, include a narrative describing the plan to secure site control in a timely fashion.

- **G-2: Zoning Board of Adjustment Letter:** For projects that are not permitted by right under current zoning, applicants are encouraged to submit a letter from the Zoning Board of Adjustment confirming that the required variance has been granted.

- **Projects Involving Publicly Owned Property:** Applicants proposing Projects on publicly owned property owned by the City, the PRA, or the PLB are strongly recommended to identify any required zoning relief as early as possible and to coordinate with DHCD prior to submitting an Application regarding the process to obtain the necessary zoning relief. Please email DHCD at DHCDRFPInquiry@phila.gov with the property addresses of the publicly owned property and the required zoning relief that the Applicant will need in order to develop the Project.

- **G-3: Proof of Community Meeting:** For New Construction and Unoccupied Rehabilitation Projects, applications must include proof that the Applicant held a publicly accessible community meeting with group(s) representing the neighborhood within one year of application submission. Proof must include the meeting date, a sign-in sheet, and a summary of any comments received from the community. If a virtual meeting was held, proof should include evidence of the meeting invitation, a list of attendees, and any comments. Applicants that also demonstrate local support for the Project will be viewed favorably during the review process.

- **G-4: Project Floor Plans:** All applications are strongly encouraged to include a set of floor plans for each floor of every proposed Project. For scattered-site Projects, floor plans should be compiled into a single document. While not required, submission of floor plans will be considered an indication of project readiness and will result in more favorable consideration of an application.

- **G-5: Project Elevations:** All applications are strongly encouraged to include a set of elevations of all building façades that clearly depict exterior design, materials, and massing of the project. While not required, submission of project elevations will be considered an indication of project readiness and will result in more favorable consideration of an application.

- **G-6: Preliminary Project Site Plan:** All applications are strongly encouraged to include a site plan for the proposed development. This plan must incorporate, at a minimum, the proposed structure's footprint and other planned site work, along with existing boundary lines, structures, and easements. Applications seeking preference based on project proximity to neighborhood amenities should include an amenity map as an additional page within the single file upload. A map illustrating all proximate neighborhood amenities is optional but strongly encouraged. Maps should be included as an additional page within the single file uploaded under Project Attachment "G-6: Preliminary Project Site Plan." While not required, submission of a site plan will be considered an indication of project readiness and will result in more favorable consideration of an application.

- **G-7: Phase 1 Environmental Site Assessment:** Applications involving New Construction and/or the rehabilitation of properties that were previously used for commercial or industrial purposes must include a Phase 1 Environmental Site Assessment, completed by a third-party Certified Environmental Professional.

- **G-8: Capital Needs Assessment:** All Preservation applications must submit a Capital Needs Assessment.

- **G-9: PHFA Intent to Submit:** All applications must provide evidence that an Intent to Submit was successfully submitted through PHFA's Online Submission Website as made evident by an email invoice from PHFA opening the application for submission. If the PHFA Intent to Submit online submission system has not opened by the DHCD application deadline, the Applicant must send the email invoice to DHCDRFPInquiry@phila.gov within five (5) business days after the PHFA Intent to Submit online submission system opens. An Applicant's submission of an Intent to Submit will be confirmed with PHFA during the review process.

- **G-10: PHFA Self-Scoring Sheet:** Applications must include a completed copy of the PHFA Self-Scoring Sheet for the 9% LIHTC application, reflecting the Applicant's anticipated score under the applicable Qualified Allocation Plan (QAP). If the QAP has not yet been finalized, Applicants should use the PHFA Self-Scoring Sheet included in the most recent draft QAP.

- **G-11: Loan Commitment Letter(s):** Projects that indicate commitment(s) of permanent, construction, and/or bridge loan financing in their budget summary must provide letter(s) of intent from the applicable financial institution.

- **G-12: Equity Investor Letter of Intent:** All applications must include a letter of intent from an equity investor committing syndication proceeds from expected 9% LIHTCs, along with the estimated pricing and expected equity to be raised.

- **G-13: Grant Commitment Letter(s):** Applications that indicate a commitment of grant funding or similar soft loan financing must include either a grant agreement, award letter, or commitment letter from the applicable funding institution.

- **G-14: Rental Assistance Commitment:** Applications that indicate project-based rental assistance such as project-based vouchers or internal rent subsidies in the operating proforma must include documentation to verify this commitment, regardless of the source of assistance.

- **G-15: Organizational Chart:** All applications must include an organizational chart for their proposed development team identifying the ownership structure of the borrower entity.

- **G-16: Evidence of Authorization to Conduct Business in the Commonwealth of Pennsylvania**: All applications must include documentation demonstrating that the borrower entity is authorized to conduct business in the Commonwealth of Pennsylvania. Applicable documents include a certificate of registration, certificate of authority, or other evidence of good standing.

- **G-17: Evidence of Authorization to Conduct Business in the City of Philadelphia**: All applications must include documentation demonstrating that the borrower entity is authorized to conduct business in the City if Philadelphia. Applicable documents include an active Commercial Activity License or an active Philadelphia Tax Identification Number.

Applications must be submitted online by selecting the Online Submission button located under the RFP for Affordable Rental and Special-Needs Housing Development on the Funding Opportunities webpage of PHDC's website.

IV. Review Process

A. Completeness Review

Applications will first undergo a Completeness Review to confirm that all sections of the application are complete and all required attachments are included. Applications that are deemed incomplete will not advance to the next stage of review. Applicants will be notified that the application was deemed incomplete.

An application will be deemed complete if it meets all Eligibility Criteria listed above and includes all required sections and attachments listed in the Submission Checklist. Applications that are deemed complete will not receive a notification that they have advanced to the next stage of review.

B. Proposal Evaluation

Applications that pass the Completeness Review will proceed to Proposal Evaluation, at which point applications may be reviewed and scored based on the following criteria, with representatives from DPD/DHCD, the City's Commerce Department, PHDC, OHS, and the City's Planning Commission participating as appropriate:

- **Neighborhood Context & Appropriateness of Development:** Reviewers will evaluate whether the project is in a High Opportunity Area or Place-Based Strategy Area, proximity to amenities and services, feedback received during community engagement efforts, and consistency with the existing neighborhood context. Applicants may use this interactive map to determine whether the project is in a High Opportunity Area or a Place-Based Strategy area.

- **Project Design:** Reviewers will consider whether the project scope includes all repair needs identified in the Capital Needs Assessment if applicable and the extent to which the Project incorporates energy-efficient design, electrification, or other sustainability features that reduce long-term operating costs and improve resident health outcomes.

- **Development Team Capacity & Track Record:** Reviewers will evaluate the qualifications, experience, and capacity of the development team to successfully undertake, complete, and manage the proposed Project as well as the development team's prior experience developing projects utilizing City financing.

- **Population(s) Served:** Reviewers will evaluate whether the Project serves one or more of the preference populations listed in the Project Narrative section above, whether the Project team has the expertise needed to serve the given preference population, whether the project serves

households at or below 30% of Area Median Income, and whether on-site supportive services will be provided.

- **Readiness to Proceed:** Reviewers will evaluate the Project's readiness to advance toward construction and completion, the commitment of other financing sources and the strength of the but-for analysis provided as part of the Project Narrative portion of the application.

- **Development Budget:** Reviewers will evaluate the reasonableness of the proposed development budget and operating expense assumptions, compliance with applicable subsidy limits, the accuracy of private debt assumptions if applicable, and the Project's overall financial feasibility.

Following the Proposal Evaluation, DHCD may decide not to award the Project or may offer an award amount that differs from the amount requested by the Applicant. Applicants may be required to revise sources and uses, financing assumptions, and development budgets as a condition of receiving an DHCD award.

V. Additional Information

Questions and comments about the RFP must be submitted to DHCDRFPInquiry@phila.gov by Monday, October 26th at 5:00pm with the subject line "9% LIHTC RFP – Applicant Question". Answers to all questions will be posted on the PHDC Funding Opportunities webpage. Questions received after the deadline may not receive a response. Applicants are responsible for reviewing all posted questions and responses prior to submitting a proposal.

Applicants are strongly encouraged to attend the RFP briefing session, which will be held on Tuesday, October 27th at 1:00pm at 1234 Market Street, 17th Floor Boardroom, Philadelphia, PA 19107. Please register for the briefing session by sending an email to DHCDRFPInquiry@phila.gov with the subject line "RSVP: 9% LIHTC Gap Financing Briefing Session".

For additional information about this and other RFPs, either visit the PHDC Funding Opportunities webpage or subscribe to the "Competitive Sales, RFPs, and RFQs" email list on the PHDC Stay Informed webpage.

Applications may be reviewed by DHCD at such times and in such order as DHCD determines in its sole discretion. DHCD and the City assume no liability for costs incurred in the preparation or submission of applications. DHCD and the City reserve the right to accept or reject applications, or to seek additional information from any Applicant, and are under no obligation to award all available funds through this RFP. DHCD also reserves the right to amend, modify, or withdraw this RFP at any time.

Appendix A: Funding Source Requirements

DHCD reserves the right to fund Projects awarded under this RFP using any available funding source it determines is eligible to fund the Project. DHCD and PHDC will determine the funding during the PHDC underwriting process. Funding source determinations may not be finalized until loan closing. Developers must adhere to the requirements of the funding source assigned, as dictated by the loan documents. Other terms and conditions than those listed below will apply to a Project depending on the funding source(s) awarded.

General Requirements for all Funding Sources

- Projects are subject to PHDC's Cost Containment Policy, which requires projects exceeding the construction cost threshold to go through a competitive bidding process before selecting a General Contractor.

- Financing is typically structured as a 0% interest loan with a 42-year term and an affordability period of up to 42 years or until the loan is repaid in full. Funding sources may dictate different loan terms.

- Funds are disbursed for hard costs only, as evidenced by an AIA form showing work completed. 10% retainage will be withheld from payments for work completed and will not be released until construction is complete and all requirements have been met, as determined by PHDC and the City of Philadelphia.

- The applicable prevailing wage requirement will be determined by PHDC during underwriting based on the funding source and the scope of work.

- Additional requirements can be found in the Rental Selection Criteria within DHCD's current Annual Action Plan.

- Projects selected under this RFP will be subject to fees charged by PHDC, which are expected to include, without limitation, an origination fee, legal/closing fee, construction administration fee, and (for federal HOME-assisted projects) a HOME compliance monitoring fee. Projects will also be responsible for PHDC's outside counsel fees if PHDC determines that outside counsel is necessary or advisable to represent PHDC in connection with any project. There is no cap on outside counsel fees. **PHDC IS IN THE PROCESS OF FINALIZING A FEE SCHEDULE. PHDC WILL PROVIDE APPLICANTS WITH THE FEE SCHEDULE FOLLOWING PROJECT SELECTION FOR BUDGETING PURPOSES, AND FINAL FEE AMOUNTS WILL BE SET FORTH IN LOAN CLOSING DOCUMENTS. PHDC RESERVES THE RIGHT TO REVISE THE FEE SCHEDULE PRIOR TO CLOSING**.

Examples of Funding-Source-Specific Compliance Requirements:

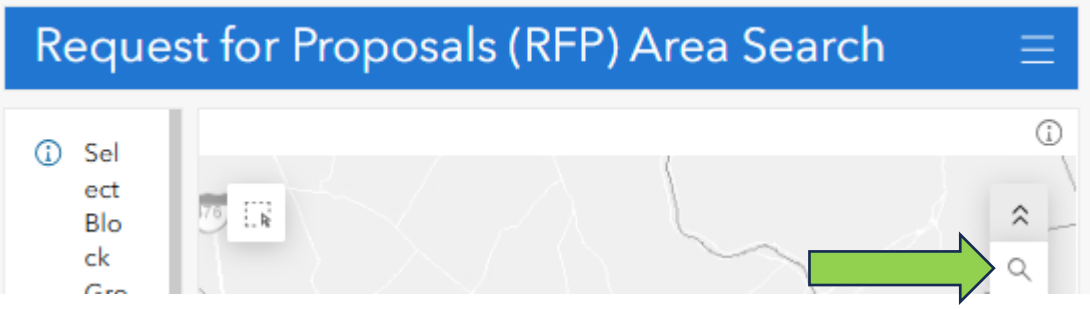
- National Environmental Policy Act (EPA)
- Build American Buy American (BABA)
- HUD Section 3
- Uniform Relocation Act (URA)

Appendix B: Interactive Map Instructions

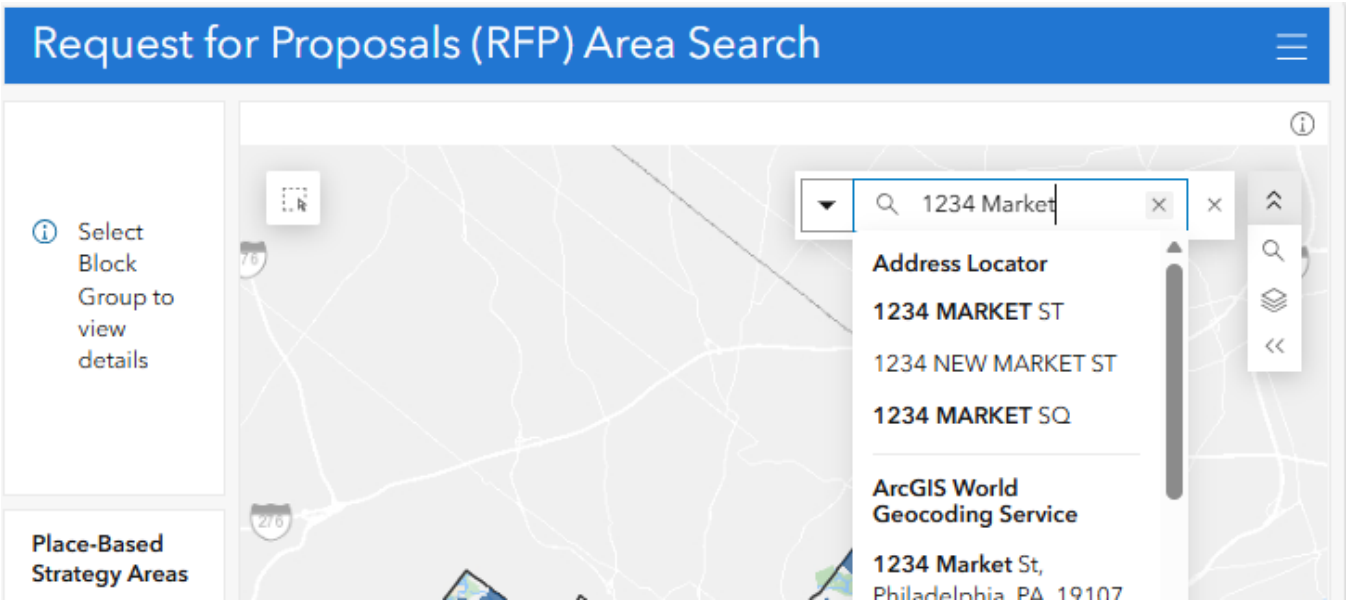
DHCD has developed an Interactive Map that allows Applicants to search by Project address to determine whether the Project is located in a Place-Based Strategy Area or a High Opportunity Area.

Access the Interactive Map using this link - [Interactive Map]

1. Find the Search Tool in the top right of the Page



2. Type the Project Address in the Search Tool



3. Hit Enter

The Map will zoom into the Block Group that contains the Project address. Use the color key on the left to determine if the Project Location is in a Place-Based Strategy Area or a High Opportunity Area.

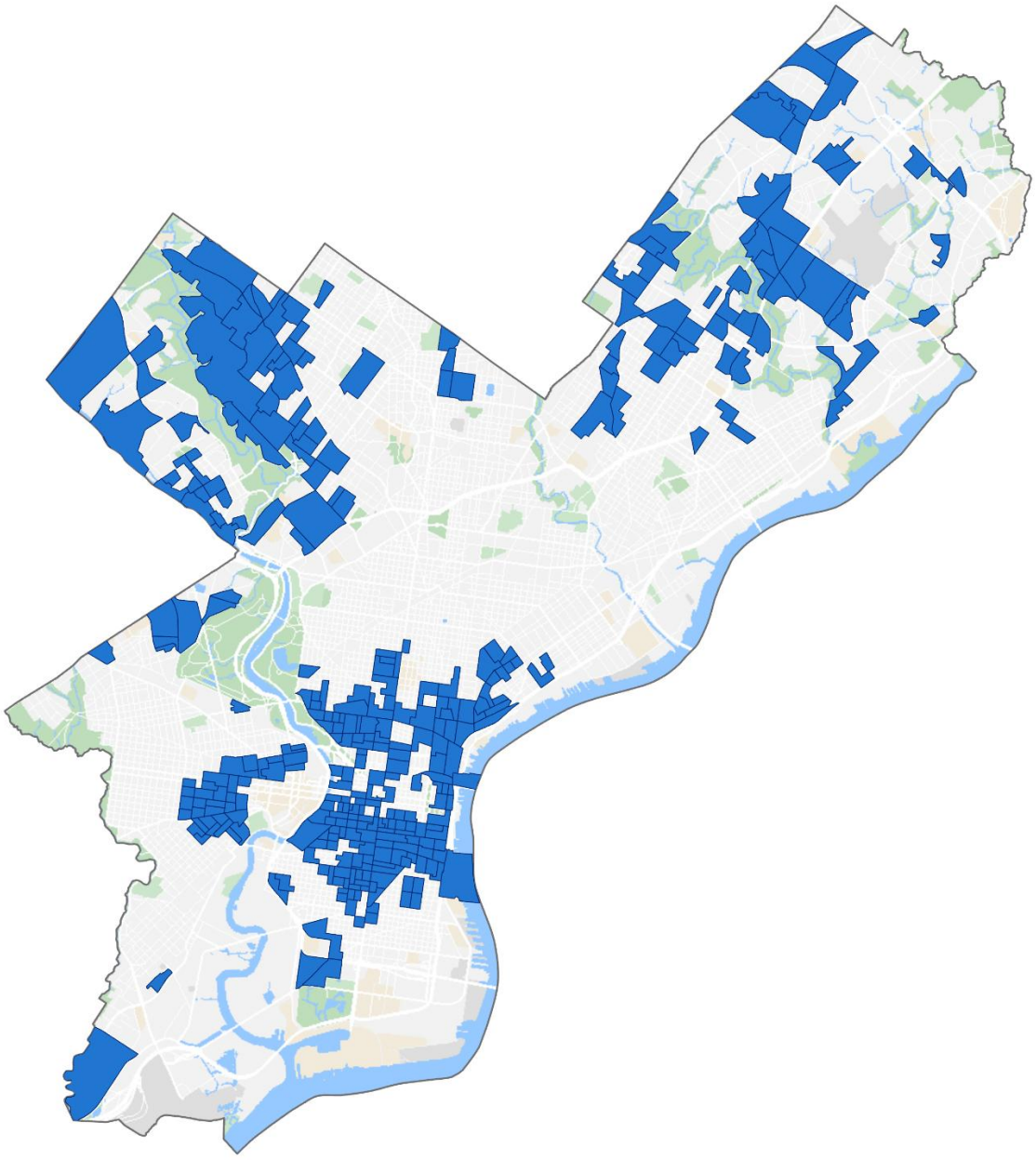
Appendix C: Place-Based Strategy Areas[1]

Interactive Map - Link

[1] Confirmed current as of 7/14/2026

Appendix D: High Opportunity Areas (HOAs)[2]

Interactive Map - Link



[2] Updated on 7/14/2026

Block Group ID			
421010010011	421010010021	421010010022	421010010024
421010001014	421010001015	421010001021	421010001023
421010001024	421010001025	421010109002	421010109003
421010110003	421010011011	421010011012	421010011013
421010011014	421010011021	421010011022	421010011023
421010119004	421010119005	421010120001	421010012011
421010012012	421010012013	421010012014	421010012031
421010012032	421010012041	421010012042	421010012043
421010121001	421010122042	421010122043	421010125024
421010125025	421010013011	421010013012	421010013021
421010013022	421010013023	421010013024	421010131001
421010132003	421010133001	421010133002	421010133003
421010134011	421010134012	421010134021	421010134022
421010134023	421010135001	421010135002	421010135003
421010136011	421010136012	421010136021	421010136022
421010136023	421010136024	421010137012	421010137021
421010137022	421010137024	421010139002	421010139003
421010140001	421010140003	421010014001	421010014002
421010014003	421010141001	421010141002	421010142011
421010142012	421010142021	421010143002	421010144001
421010144002	421010144003	421010144004	421010145001
421010147002	421010149006	421010015001	421010015002
421010153001	421010153002	421010153003	421010153004
421010156001	421010158001	421010158003	421010158004
421010158005	421010158006	421010016001	421010016002
421010160021	421010160023	421010160024	421010160025
421010161001	421010161002	421010161004	421010166002
421010017001	421010017002	421010018001	421010180011
421010180012	421010018002	421010019001	421010019003
421010020002	421010002002	421010002003	421010206001
421010207013	421010208001	421010209002	421010209003
421010209004	421010210001	421010210002	421010210003
421010210004	421010021002	421010213001	421010213004
421010213005	421010214001	421010214003	421010214005
421010216002	421010217003	421010218001	421010218002
421010220001	421010022001	421010022002	421010022003
421010023001	421010023002	421010231001	421010235001
421010236001	421010236002	421010237001	421010237002
421010238002	421010238004	421010238005	421010239001
421010240002	421010024001	421010024003	421010024004
421010024005	421010241001	421010243001	421010243002
421010025001	421010025002	421010025004	421010253004
421010255001	421010255003	421010256001	421010256003
421010257001	421010257002	421010257003	421010261003
421010268001	421010268002	421010268004	421010270002
421010027011	421010027012	421010028011	421010028012

421010029001	421010029002	421010029003	421010003001
421010030011	421010030013	421010030014	421010030015
421010030021	421010030022	421010030023	421010030024
421010003003	421010003005	421010306002	421010307001
421010307002	421010309003	421010310004	421010031001
421010031002	421010031003	421010031005	421010031006
421010315013	421010315022	421010316007	421010032001
421010333001	421010333003	421010334002	421010335001
421010335003	421010336003	421010336004	421010337011
421010337012	421010337014	421010337024	421010338001
421010338003	421010339002	421010341001	421010341002
421010342001	421010342002	421010345011	421010345012
421010345021	421010345022	421010345023	421010346001
421010346002	421010347013	421010348013	421010348021
421010348022	421010349004	421010353013	421010355002
421010356011	421010357011	421010357012	421010357021
421010357022	421010358001	421010359001	421010360001
421010360002	421010036002	421010036004	421010361001
421010362011	421010363021	421010365013	421010366001
421010366002	421010367001	421010367002	421010367003
421010037011	421010373002	421010373004	421010375002
421010376002	421010376003	421010038005	421010385001
421010386001	421010387001	421010388001	421010388002
421010388003	421010389001	421010390011	421010039012
421010039014	421010040013	421010040014	421010004011
421010004032	421010004041	421010005001	421010054001
421010060002	421010007011	421010007013	421010007021
421010007022	421010073001	421010073003	421010074001
421010077001	421010077002	421010078001	421010078002
421010078003	421010078004	421010078005	421010079001
421010079002	421010079003	421010079004	421010080001
421010080002	421010008012	421010008031	421010008032
421010008033	421010008034	421010008051	421010008061
421010085002	421010085003	421010086011	421010086012
421010086021	421010086022	421010087011	421010087012
421010087013	421010087021	421010087023	421010090001
421010090002	421010009011	421010009021	421010009022
421010091001	421010091002	421010091003	421010092001
421010092002			