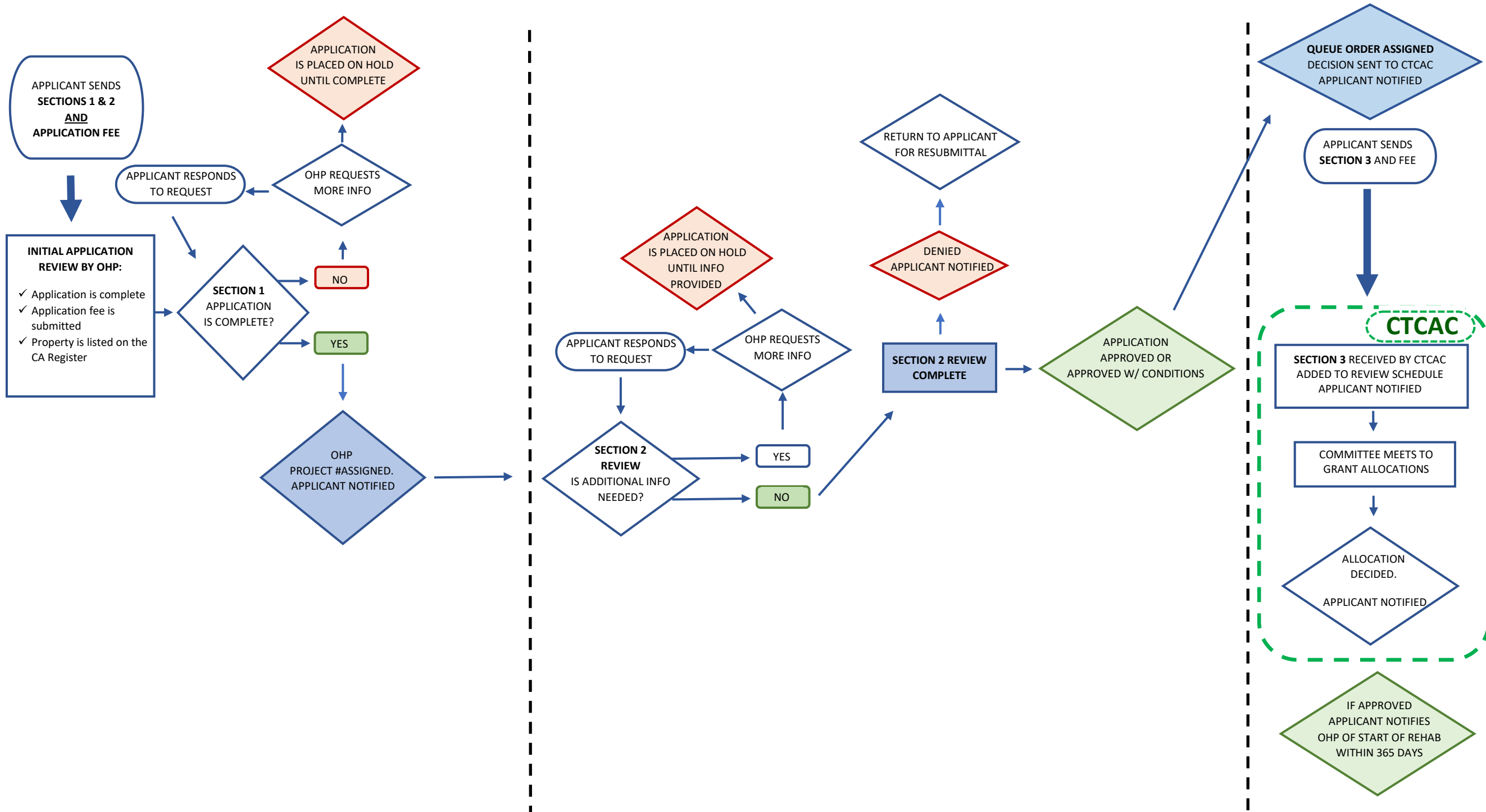# DRAFT STATE HISTORIC REHABILITATION TAX CREDIT REVIEW PROCESS

REV. 2024-01-18

INITIAL APPLICATION PROCESS

INITIAL APPLICATION PROCESS

COMPLETED APPLICATION PROCESS

INITIAL FEE PAID

APPLICANT SENDS **SECTION 4** AND FEE

COMPLETED APPLICATION **SECTION 4** RECEIVED AT OHP

RETURN TO APPLICANT FOR RESUBMITTAL

APPLICATION COMPLETED?

NO

YES

OHP REVIEWS SECTION 4

APPLICANT RETURNS RESPONSE

REQUEST FOR INFO SENT

IS ADDITIONAL INFO NEEDED?

YES

NO

SECTION 4 REVIEW COMPLETED

DENIED

APPEALS PROCESS

APPROVED DECISION SENT TO CTCAC APPLICANT NOTIFIED

APPLICANT SENDS **SECTION 5**

SECTION 5 RECEIVED BY CTCAC

TAX CREDIT APPROVED APPLICANT NOTIFIED

SUBMIT AMENDMENTS FOR WORK SCOPE CHANGES TO OHP

REQUEST FOR INFO SENT

APPLICANT RETURNS RESPONSE

APPROVED APPROVED W/ CONDITIONS

YES

NO

AMENDMENT REVIEWED. IS ADDITIONAL INFO NEEDED?