

DHCD Multifamily Program Fees

The following charts set forth fees and deposits required by the Department in connection with: loan applications; loan closing and servicing; bond loan credit enhancement and insurance; low income housing tax credits; and post-closing monitoring and asset management for loans and low income housing tax credits. The fees and deposits vary by the type of financing as provided under each chart heading. Note: the Department administers other programs not covered by this schedule, such as the Partnership Rental Housing Program, the Shelter and Transitional Housing Facilities Grant Program, and various energy loan and grant programs, which may be used independently or in conjunction with the programs covered by this schedule. Those other programs may require additional fees. Consult the project underwriter to determine if other fees are applicable.

Unless otherwise noted, the fees set forth herein are effective as of the date of January 1, 2026 for all projects, regardless of the status of the financing application or loan commitment. All fees are subject to change at the discretion of the Department, and any such changes will be posted on the Department's website, along with the effective date of the change. The Department reserves the right to charge additional fees or require additional deposits in connection with new financing initiatives or new financing structures. Any such additional fees or deposits will be posted on the Department website.

Unless advised otherwise by official Community Development Administration (CDA) Notices, all fees must be made payable to "Community Development Administration" or "CDA" and remitted, on the due dates set forth in the charts below, to:

For LIHTC Fees:

Remit per invoice provided by CDA
7800 Harkins Road
Lanham, MD 20706

For All Other Fees:

Community Development Administration
Post Office Box 2524
Landover Hills, MD 20784

For more information about Multifamily fees please contact: dhcd.rentalhousing@maryland.gov

General Fees

These fees apply to the Rental Housing Finance Program (“RHFP”, which includes the Rental Housing Program and Multifamily HOME), Rental Housing Works (“RHW”) and Multifamily Bond Program (“MBP”) funds and Low Income Housing Tax Credits (“LIHTC”) awarded under the Qualified Allocation Plan and Multifamily Rental Financing Program Guide (except as noted), available in the [Multifamily Library](#) on the DHCD website.

Fee Name	Amount	Description	Due Date
Application Fee	\$5,000 per application	Single fee regardless of the number of resources (loans or LIHTC) requested	Submission of application
Application Reinstatement Fee	\$2,500 per application	Single fee regardless of the number of resources (loans or LIHTC) requested	Re-submission of application (no later than 60 days after application withdrawal)
Subsidy Layering Fee	\$1,500 per review	Required for all projects with new project based contracts for which CDA conducts the Subsidy Layering review but is not the contract administrator	As invoiced by CDA prior to or at initial closing
Development Team Change Review Fee	\$2,500 per review	Review fee for projects with proposed changes to the Primary Development Team after the initial kickoff meeting	As invoiced by CDA prior to or at initial closing
DHCD Closing Attorney's Fees	\$45,000 for the first loan; \$9,000 for each additional loan	Documentation and closing services of DHCD's counsel	Initial closing; not applicable to HOME loans or LIHTC-only projects
CDA Construction Monitoring Fee (4% and 9% LIHTC, RHW, and RHP)	0.25% of the total budgeted development cost, with a maximum of \$50,000	Construction monitoring during the construction phase	Initial closing

Low Income Housing Tax Credit (LIHTC) Fees

The following fees are required for projects receiving LIHTC:

Competitive LIHTC (9%)

Fee Name	Amount	Description	Due Date
Reservation Fee	\$5,000 per reservation	Required only for projects selected for competitive LIHTC awards	Receipt of reservation letter
10% Expenditure Test Deadline Extension Fee	\$1,000 for each month the deadline is extended up to the maximum of 12 months after the date of Carryover Allocation	Required for any extensions of the originally agreed-upon schedule	Submission of Affidavit of Utilization of a Reservation
LIHTC Allocation Fee	5% of annual tax credit amount allocated	Required for allocations of LIHTC	Receipt of allocation
LIHTC Credit Exchange Fee	1% of annual tax credit amount allocated	Required for requests to cancel an allocation of tax credits for a subsequent reallocation from the current or future year's tax credit ceiling in the same amount as the original allocation.	Receipt of the future calendar year carryover allocation
IRS Form 8609 Amendment Fee	\$4,000 per project	Due for any changes that must be made to IRS Form(s) 8609 already issued by CDA; waived if amendment results from an administrative error by CDA	Submission of a request for an amended IRS Form 8609
LIHTC Compliance Monitoring Fee	\$50 per unit per year	Required for all LIHTC projects during Compliance	Annually as invoiced

Fee Name	Amount	Description	Due Date
		Period and Extended Use Period	
IRS Form 8823 Compliance Re-Review Fee	\$25 per unit per occurrence	Upon request for issuance of an 8823 by CDA to correct a previously uncorrected 8823	At time of request

Non Competitive LIHTC (4%)

Fee Name	Amount	Description	Due Date
LIHTC Allocation Fee	5% of estimated annual tax credit amount allocated	For tax-exempt bond financed projects that make use of 4% LIHTC	Issuance of §42(m) letter. Issuance of IRS Form(s) 8609 for any additional fee due for actual tax credit allocated over initial estimate
IRS Form 8609 Amendment Fee	\$4,000 per project	Due for any changes that must be made to IRS Form(s) 8609 already issued by CDA; waived if amendment results from an administrative error by CDA	At time of request
LIHTC Compliance Monitoring Fee	\$50 per unit per year	Required for all LIHTC projects during Compliance Period and Extended Use Period	Annually as invoiced
IRS Form 8823 Compliance Re-Review Fee	\$25 per unit per occurrence	Upon request for issuance of an 8823 by CDA to correct a previously uncorrected 8823	At time of request

DHCD Loan Fees

The following fees are due for all projects which include an RHFP or RHW loan (except as noted).

Fee Name	Amount	Description	Due Date
Rental Housing Program or Rental Housing Works Commitment Fee	1.5% of the loan amount	Origination and underwriting fee	Initial closing; may be financed; no commitment fee is due on HOME loans
Loan Servicing Fee	One-time fee of \$9,500 per loan	Loan servicing and asset management activities of DHCD for the term of the loan	Initial closing
Tax Escrow Fee	\$65 for loan amounts up to \$500,000 plus an additional \$10 per each \$100,000 or portion thereof over \$500,000 (based only on the senior DHCD loan)	All multifamily loans where real estate taxes will be escrowed and paid by DHCD's loan subservicer	This is a one-time fee to be paid at initial closing

Multifamily Bond Program Fees

Fees due in connection with CDA's multifamily bond program vary depending on the bond or tax-exempt loan structure and the type of credit enhancement involved. Current options include FHA Risk Sharing, GNMA Short Term Taxable/Tax-Exempt Loans, GNMA Long Term, Freddie TEL, and Fannie Mae MTEB. Other structures may be offered in the future. A chart showing the different structures and fees can be found on the [Multifamily Bond Program Fee guidance](#). For projects with FHA Risk Sharing or MTEB short-term bond insurance, see also the sections below for MTEB fees, which will still apply in addition to the fees on the fee chart.

Regardless of the bond or tax-exempt loan structure and the type of credit enhancement involved, all borrowers must pay a nonusage deposit equal to 2% of the estimated loan amount to CDA within 10 days of CDA engaging bond counsel and commencing closing calls, which usually occurs 60-90 days prior to closing. The nonusage deposit will be credited to the

actual costs of issuance at closing; provided, however, if the loan or bonds do not close, the nonusage deposit will be applied to pay CDA's actual incurred costs.

CDA/FHA Risk Sharing Fees

These fees are due for loans which are serviced and insured through the Risk Sharing Program; these fees are collected by CDA as the loan servicer and paid to MHF for MHF's Application, Administrative, and Closing Fees, and to MHF and FHA in accordance with the Risk Sharing Agreement with FHA for MIP, all as detailed below.

Fee Name	Amount	Description	Due Date
MHF Application Fee	The greater of .10% of the insured loan amount or \$1,000 + \$2,400 appraisal review fee	Application review and approval activities	Initial closing
MHF Administrative and Legal Fee	1% of the original principal amount of the loan	Underwriting, document review, closing and legal costs for MHF insurance	Initial closing
Construction Period Mortgage Insurance Premium (MIP)	0.25% of the loan amount for each 12 months, or portion of 12 months of the construction period	Mortgage insurance premium during construction period	Initial closing
First Year's Permanent MIP	0.25% of the estimated permanent loan amount	Mortgage insurance premium for the first year of the project's permanent loan period	Initial closing
Ongoing Permanent MIP	0.25% of the outstanding permanent loan balance	Mortgage insurance premium for each year of the project's permanent loan period	Included in each payment of debt service; payments to MHF made annually by CDA

MHF Fee – Short Term Bond Loan Insurance

This fee is due for short term bond loans insured by MHF. The use of this insurance is limited to projects for which obtaining a letter of credit to insure the short term loan is cost-prohibitive. Additional restrictions are applicable to the use of this insurance – consult an underwriter for full details.

Fee Name	Amount	Description	Due Date
MHF Fee	2.25% of the original principal amount of the loan for each 12 month or portion of 12 month period of the loan. May be reduced subject to permitted yield limits – consult an underwriter	Insurance of short term bond loans	Initial closing

Additional Post-Closing Functions

The following fees are due for all requests for Post-Closing Functions for loans and financial assistance through the following programs: Low Income Housing Tax Credit Program (LIHTC), the Rental Housing Financing Programs (RHFP) (which consists of the State-funded Rental Housing Program, the federally-funded HOME Investment Partnerships Program and Housing Trust Fund (HTF), and former CDA or DHCD multifamily lending programs which may no longer be active, including MRHP, NRP, ERHP, RHPP and Office Space Conversion. Except where otherwise indicated, (a) any project which has more than one source of CDA or DHCD financing, including LIHTC, only one fee will be due for each Category; (b) fees are the obligation of the requesting party, not the project owner; and may not be paid for with project funds or assets (unless otherwise approved by DHCD).

All fees due at initiation of the request are earned at the time of payment and are non-refundable; fees due at closing are due only in the event the transaction is approved and closing occurs. In addition to stated fees, by initiating request and submitting initial payment, the requesting party is agreeing to pay for all legal fees and expenses incurred by counsel engaged by DHCD or CDA, whether or not the transaction is approved and/or closing occurs. DHCD or CDA may require

legal fees and expenses to be paid in advance and prior to closing in its discretion. All transactions and requests are subject to underwriting.

Fees may be modified, waived or added to the loan amount in the case of loss mitigation, loan workout, or restructuring, at the discretion of the DHCD.

Payoff/Prepayment

Fee Name	Applicable To	Amount	Description	Due Date
Payoff Review Fee (Prepayment) – No Impact on Affordability**	All State Funded loans	\$3,000	Review of existing documents, calculation of payoff amounts	\$1,500 due at initiation of payoff request and \$1,500 due at closing
Payoff Review Fee (Prepayment) - Modification Required to Preserve Affordability	All State Funded Loans	\$10,000	Review of existing documents, calculation of payoff amounts	\$5,000 due at initiation of payoff request and \$5,000 due at closing
Payoff Review Fee (Prepayment) - Termination of Affordability (ROFR or MAHPA)	All State Funded Loans	\$15,000	Review of existing documents, calculation of payoff amounts	\$5,000 due at initiation of payoff request and \$10,000 due at closing
Bond Loan Payoff Review Fee	MBP Loans	\$15,000	Review of existing documents, calculation of payoff amounts, verification of sources and uses; bondholder repayment analysis	\$5,000 due at initiation of payoff request and \$10,000 due at closing

Modifications

Fee Name	Applicable To	Amount	Description	Due Date
Modification Fee – Loan Terms	All State Funded Loans and LIHTC	\$10,000	Review of existing documents, review of due diligence, preparation of new documents	2,500 due at initiation of modification request and 7,500 due at closing
All State Loans or LIHTC – Modification Fee – Covenant/Restrictions	All State Funded Loans and LIHTC	\$10,000	Review of existing documents, review of due diligence, preparation of new documents	\$2,500 due at initiation of modification request and \$7,500 due at closing
Modification Fee – Subordination/Resubordination (No Debt; Covenants/Restrictions Only)	All State Funded Loans and LIHTC	\$5,000	Subordination of LURAs, covenants, or LIHTC	\$2,500 due at initiation of modification request and \$2,500 due at closing
Modification Fee – Resubordination (No increase in outstanding senior loan balance)	All State Funded Loans and LIHTC	\$10,000	Review of request, new loan terms, analysis of impact, existing documents, and other due diligence; preparation and recording of new documents	\$2,500 due at initiation of modification request and \$7,500 due at closing
Modification Fee - Loan Subordination or Resubordination (with increase in senior loan balance(s))	All State Funded Loans and LIHTC	\$10,000+ ^[c]	Review of request, new loan terms, analysis of impact, existing documents, and other due diligence; preparation	\$2,500 due at initiation of modification request and \$7,500+ due at closing

Fee Name	Applicable To	Amount	Description	Due Date
			and recording of new documents	
Collateral Modification Review Fee (Easements, Rights of Way, Access, Utilities)	All State Funded Loans and LIHTC	\$5,000	This fee is for easements, rights of way, and partial releases that require approval of the Board of Public Works	Upon receipt of request
Collateral Modification Review Fee (Release/Replacement/Taking of Collateral)	All State Funded Loans and LIHTC	\$10,000	Review of request, existing documents, and other due diligence; analysis of impact, preparation, and recording of new documents	\$5,000 due at initiation of request and \$5,000 due at closing
Guarantor/Surety Replacement	All Loans	\$15,000	Review of request, existing documents, and transaction documents; analysis of impact; legal due diligence, and preparation of approval documents	\$5,000 due at initiation and \$10,000 due at closing
EPA Payment Deferral Review	All Loans	\$5,000	Review of request, existing documents, and transaction documents; analysis of impact; legal due diligence, and preparation of approval documents	\$2,500 due at initiation and \$2,500 due at closing

Ownership Transfers and Restructuring

Fee Name	Applicable To	Amount	Description	Due Date
Modification - Ownership Transfer/Restructuring - LP Transfer (no consideration) ^[d]	All State Funded Loans and LIHTC	\$5,000	Review of request, existing documents, and transaction documents; legal due diligence and preparation of approval documents	Upon receipt of request
Modification - Ownership Transfer/Restructuring - LP Transfer (consideration)	All State Funded Loans and LIHTC	\$10,000	Review of request, existing documents and transaction documents; legal due diligence and preparation of approval documents	\$5,000 due at initiation and \$5000 due at closing
Modification - Ownership Transfer/Restructuring - LP Transfer	MBP Loans	\$10,000	Review of request, existing documents and transaction documents; legal due diligence and preparation of approval documents	\$5,000 due at initiation and \$5000 due at closing
Modification - Ownership Transfer/Restructuring - Controlling Entity (GP, MM, etc.)	All State Funded Loans, MBP Loans, and LIHTC	\$15,000	Review of request, existing documents and transaction documents; analysis of impact; legal due diligence, and preparation of approval documents	\$5,000 due at initiation and \$10,000 due at closing

Fee Name	Applicable To	Amount	Description	Due Date
Modification - Ownership Transfer/Restructuring - Title transfer	All State Funded Loans, MBP Loans, and LIHTC	\$15,000	Review of request, existing documents and transaction documents; analysis of impact; legal due diligence, and preparation of approval documents	\$5,000 due at initiation and \$10,000 due at closing
Non-MBP Loan Assumption Fee ^[a]	All State Funded Loans and LIHTC	\$2,500/loan	Review of request, existing documents, and transaction documents; analysis of impact; legal due diligence, and preparation of approval documents	Assumption closing
MBP Loan Assumption Fee ^[a]	MBP Loans	\$9,000/loan	Review of request, existing documents, and transaction documents; analysis of impact; legal due diligence, and preparation of approval documents	Assumption closing

Servicing/Asset Management Review/Other

Fee Name	Applicable To	Amount	Description	Due Date
Conversion to Perm Fee	Freddie TEL/Fannie MTEB MBP Loans	\$15,000	Review of transaction documents; legal due diligence, and preparation of approval documents	Due at Closing
Extension Fee	Freddie TEL/Fannie MTEB MBP Loans	\$5,000	Review of transaction documents; legal due diligence, and preparation of approval documents	Due at initiation
Management Agent Change - Performing Project & Management Company	All State Funded Loans	\$2,500	Review of request, analysis of impact; legal due diligence, and preparation of approval documents	Due at initiation
Management Agent Change - At Risk Project or New Management Company ^[e]	All State Funded Loans	\$7,500	Review of request, analysis of impact; legal due diligence and preparation of approval documents;	\$2,500 due at initiation and \$5,000 due at closing
Rent Increase (over 5%)	All State Funded Loans	\$3,000	Review of request, analysis of impact and need; preparation of approval documents	Due at initiation
Insurance Change Review	All State Funded Loans	\$3,000	Review of new insurance documents and determination of compliance with requirements of existing documents;	Due at initiation

Fee Name	Applicable To	Amount	Description	Due Date
Uncategorized Requests ^[b]	All State Funded Loans	Determined at Intake	Review of request, analysis of impact; legal due diligence, and preparation of approval documents	Determined at Intake and Invoicing

^[a] Fees are charged on a per-loan basis for all loans covered by this fee schedule.

^[b] Requests for DHCD or CDA action not otherwise required or covered by fee schedule (e.g. request for approval or consent not required by loan documents or agreements). The fee to be charged (if any) will be determined at initial intake/processing and included in the invoice prior to undertaking further action on the request.

^[c] Initial \$10,000 fee for senior debt increases of up to \$500,000; plus an additional 2% of the increased principal amount over \$500,000 (e.g. refinance of existing \$1,500,000 senior loan with \$2,250,000 senior loan (total \$750,000 increase) would require a \$15,000 fee [\$10,000 (base fee) + \$5,000 (2% of \$250,000 - e.g. the amount over \$500,000)]. Subordination or resubordination fees may be reduced or waived by the Department, in its discretion, when subordinate debt is repaid in connection with the transaction.

^[d] No consideration includes de minimis consideration, as determined by DHCD or CDA, and includes all consideration paid or received in connection with the transaction.

^[e] At risk projects are projects that are out of compliance at the time the request is submitted or on watchlist due to identified risk, as determined by DHCD or CDA. New management companies are companies that do not currently manage any active projects funded by DHCD or CDA.