

Boston Capital Asset Management

Your asset management solution

If, in these difficult economic times, you too are being asked to do more with less, Boston Capital Asset Management (BCAM) is here to help. With over 35 years of experience in the affordable housing industry, BCAM has the expertise to asset manage your tax credit investments.

Please call us to discuss how we can help you implement your Asset Management solution.

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Boston Capital

Boston Capital Asset Management is *the* solution to all of your LIHTC asset management needs. From construction and lease-up, through compliance to final disposition, our team provides the experience, staff and systems needed to get the job done. Our Asset Management solution encompasses:

- A “state-of-the-art” proprietary asset management system and software
- Construction and lease-up monitoring
- Tax credit compliance monitoring
- Site visit reporting
- Insurance monitoring
- Special asset work-out staffing
- Tax/K-1 reporting

Since 1974, Boston Capital has positioned itself as the leader in the affordable housing industry. Our senior asset management staff averages 18 years of real estate experience, primarily in tax credit transactions. Given a portfolio of over 2,200 properties consisting of more than 130,000 housing units valued in excess of \$10 billion in 49 states and two US territories, we have the affordable housing expertise that you need. Let us take the weight off of your shoulders and manage your portfolio to optimum performance.

Asset Management

Boston Capital Asset Management monitors your partnerships from the construction and lease-up phases through the end of the compliance period. Each partnership is

monitored against original projections to ensure the properties are completed on time and within budget. Partnerships are then monitored through:

- Quarterly reports and annual audits that are entered into our proprietary database for comparison against budget, prior year operations and state averages.
- Annual site visits which rate the physical asset, management company and file compliance through established guidelines.
- Our proprietary Risk Ranking system will dynamically score each property based on current operations and site visit results.
- Annual review of insurance certificates to ensure proper insurance levels are maintained.

Our asset managers work closely with the General Partners to improve the performance of each property.

Technology

Boston Capital’s proprietary asset management database, **Fusion™**, fundamentally changes the way you analyze your portfolio, create and run reports, as well as share information. **Fusion™** provides a wide range of features including financial statement analysis, invoicing and receipt tracking, construction and lease-up monitoring, tax credit calculations and fund roll up and data management of general property information.

Additionally, our document management

The Boston Capital Asset Management Solution

system electronically stores all of the transaction documents so you can access them online at anytime.

Compliance

The Housing Compliance Department conducts a comprehensive tenant certification review. This includes monitoring lease-up progress to allow for the timely review of the first year resident files to ensure initial qualification and proper documentation for each unit. Compliance personnel work with general partners/management companies to resolve potential issues and ensure completeness of the files thus allowing you to go about your business as usual.

Our compliance experts are industry certified and have 20 years of LIHTC compliance experience to draw upon.

Construction and Lease-Up

Boston Capital's Construction Specialist monitors the progress of each property on a monthly basis. The Specialist works closely with independent construction inspectors and visits properties as required. Our **Fusion™** system allows real-time tracking of actual construction costs against budget. Through in-depth monthly monitoring, we are able to process your monthly draw requests as the property progresses.

Asset managers at Boston Capital are in regular contact with the general partners and management companies throughout lease-up. Actual and qualified occupancy levels during lease-up are compared to the original projections. Our system ensures that you

have the information you need to make the appropriate decisions.

Portfolio Management

The Portfolio Management Department consists of a team of experienced real estate and tax credit professionals that serve as the primary point of contact for investor questions or concerns, and provide accurate and timely investor reporting. To maximize investor benefits, the portfolio management team manages the performance of investments, maintains investor yields and analyzes the impact of property performance, credit delivery and/or sale of assets based on fund performance. Boston Capital's investment in technology enables the team to provide up to date and accurate reporting and respond to ad hoc investor needs in a timely manner.

Taxation & Accounting

The Taxation and Accounting Departments are comprised of seasoned and talented individuals who employ years of industry knowledge along with cutting edge technology superior to any other platform within the industry. During tax season, the Tax Department flawlessly executes:

- The issuance of 100,000 K-1s annually
- The review of 2,800 operating partnership returns
- Filing of more than 1,000 federal and state tax returns

As one of its core responsibilities, the Accounting Department oversees the annual audit process for more than 200 investment funds.

Boston Capital Asset Management

- Boston Capital Asset Management (BCAM) has been operating in the affordable housing business since 1974. Over its 35-year history, BCAM has solely focused on LIHTC asset management.
- BCAM currently manages the largest affordable housing portfolio (2,200 properties) located in 49 states and two US territories.
- Senior asset management staff has an average of 18 years of real estate experience.
- We have developed, in **Fusion™**, a state-of-the-art, proprietary database with capabilities superior to any other in the industry.
- BCAM has the ability to handle all your LIHTC needs with experienced teams to oversee Compliance, Portfolio Management, Taxation, Construction and Lease-up, Work-outs and Dispositions.
- Due to the size of our portfolio, we have experienced asset managers overseeing tax credit properties throughout the country.