



## Affordable Housing Assistance Program Exchange of Uses Form

**Purpose:** To request a change in the distribution of donations among eligible categories.

AHAP #: \_\_\_\_\_ Agency Name: \_\_\_\_\_

Total Reservation Amount: \$ \_\_\_\_\_ Total Donation Amount: \$ \_\_\_\_\_

Category Type	Original Category Amount	Exchange Category Amount
Office Supply/Equipment		
Salaries		
Utilities		
Professional Services *		
Insurance		
Maintenance/Repair		
Property Taxes		
Office Rent / Mortgage		
Other:		

\* Professional Services include Accounting, Plumbing, Electrical, Legal, etc.

**Reason for Redistribution of Donations between Categories:**

### Agency Approval

Agency Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### MHDC Approval Section

Exchange of uses is approved

Exchange of uses is denied

Reason for denying the request:

AHAP Administrator: \_\_\_\_\_ Date: \_\_\_\_\_