



BAY AREA HOUSING FINANCE AUTHORITY

Doorway Fee Schedule

The Doorway Fee Schedule applies to property owners or operators that utilize the package of the following application and lottery services associated with a housing opportunity listing on the Doorway Housing Portal. Note that listings alone (that do not elect to receive the enhanced package of services) are free.

Services included in the fee-based package:

- Common digital application
- Paper application digitization
- Lottery prep – application deduplication
- Lottery running and audit
- Full applicant communications

Fee Schedule:

Fee Type	Amount	Comments
Initial Lease-up	\$10,000	- Fee assessed on per property basis - Fee due at time of listing publishing - Reductions will be applied as noted below
Subsequent Leasing - Annual Fee (if service package utilized)	\$3,000	- Fee assessed on per property basis - Fee due annually for years in which service package is utilized - Reductions will be applied as noted below

Notes:

- 25% reduction on all fees will be applied for 100% affordable properties
- Properties of 10 total units or less will receive the following reductions:
 - Mixed-income properties (BMR, etc.): 50% reduction
 - 100% affordable properties:
 - Free if all of the following criteria are met:
 - (a) are intended to be 100% affordable to households earning 80% or less of Area Median Income,
 - (b) advance at least two Objectives from BAHFA's Equity Framework, and:
 - (c) can demonstrate that without the reduction the project would not achieve long term financial feasibility as demonstrated by (i) project capital sources being equal to project capital uses, and (ii) operating revenue is equal to or exceeds the sum of operating expenses plus reserves for at least 10 years.
- Temporary "phase-in reduction" of 50% on all stated fees for services related to listings published on or before March 31, 2027.