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COMMISSIONER/CEO

NEW YORK STATE
DIVISION OF HOUSING
& COMMUNITY
RENEWAL

August 4, 2011

HOUSING
TRUST FUND
CORPORATION

STATE OF
NEW YORK MORTGAGE
AGENCY

Dear Financial Advisor,

NEW YORK STATE
HOUSING FINANCE
AGENCY

RE: Open Meeting for Financial Advisors

Tuesday, August 23, 2011 - 11:00 a.m. to 1:00 p.m.

NEW YORK STATE
AFFORDABLE HOUSING
CORPORATION

STATE OF
NEW YORK MUNICIPAL
BOND BANK AGENCY

New York State Executive Law §§310–318, (Article 15-A: Participation by Minority Group Members and Women with Respect to State Contracts), was enacted to promote economic opportunities and equality of employment for minority group members and women in State contracting activities. New York State Homes & Community Renewal (“HCR”) fully supports the efforts of the State of New York to promote equality of economic opportunities for minorities and women who own business enterprises as well as equal employment opportunities. To that extent, HCR is looking to increase its pool of available MWBEs that can provide services on various contracting opportunities.

TOBACCO SETTLEMENT
FINANCING
CORPORATION

HCR is currently seeking MWBEs to participate in joint ventures with non-MWBEs as financial advisors for the following entities: NYS Housing Finance Agency, State of New York Mortgage Agency, State of New York Municipal Bond Bank Agency, and the Tobacco Settlement Financing Corporation (collectively, “Agencies”). The Agencies use financial advisory services specifically for pricing advice in connection with their debt issuances. As such, the financial advisor is expected to prepare pre-pricing memos providing preliminary scales and discussing market conditions (including comparables), syndicate rules and underwriter’s compensation. The financial advisor will then participate in the pricing call and any re-pricing calls and review the final price and underwriter compensation. The financial advisor will also prepare a post pricing memorandum summarizing the pricing process and results.

Therefore, it is with great pleasure that we invite you to an open meeting to be held on Tuesday, August 23, 2011 from 11:00 a.m. to 1:00 p.m. at NYS Homes & Community Renewal located at 641 Lexington Avenue, 5th Floor, Conference Rooms B&C, New York, New York 10022. The meeting will be held to discuss the requirements of participation as a financial advisor and/or MWBE certification requirements. We will have staff on hand to answer your questions. We encourage you to bring your firm’s marketing brochures to the meeting.

641 Lexington Ave, 4th Floor, New York, NY 10022

nyshcr.org

We hope you can attend the meeting. Please RSVP by e-mail to OFHEO@nyshcr.org by Thursday, August 18, 2011.

Sincerely,

A handwritten signature in black ink that reads "Wanda Graham". The signature is written in a cursive, flowing style.

Wanda Graham
Vice President/Director
Office of Fair Housing & Equal Opportunity