

FAITH KIRKPATRICK

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Highlights of Qualifications:

- Over eight years of experience in affordable housing industry with non-profit, corporate and public service roles; Skilled Project Manager with strong financial analysis skills.
- Responsible for development and financing of over 775 newly constructed and rehabilitated low-income housing with funding amounts over \$180M in San Francisco and supported equity investment of over \$70M in over 1,350 affordable units nationally utilizing Low Income Housing Tax Credit (LIHTC) program.
- Pursuing MBA to further enhance management and finance skills particularly in real estate. Named Forte Fellow to promote the advancement of women in business in the program.

Employment Experience:

SENIOR COMMUNITY DEVELOPMENT SPECIALIST

Nov 2014 – present

MAYOR'S OFFICE OF HOUSING CITY OF SAN FRANCISCO

San Francisco, CA

- Perform variety of activities related to the funding of various local affordable housing and community development projects including loan evaluation and project management.
- Current project responsibilities include: project management of Potrero public housing redevelopment master plan project (38 acres, 1,700 new residential units, infrastructure and open space, 15 year development timeline); project management of six affordable housing rehabilitation projects through Rental Assistance Demonstration Program (over 500 units, substantial capital improvements); project management of new construction multifamily development for initial developer RFP and community engagement process; spearheading “Year 15” repositioning efforts to evaluate projects as they complete their compliance period with the LIHTC program.

ACQUISITIONS ANALYST

July 2012 – Oct 2014

AEGON USA REALTY ADVISORS

San Francisco, CA

- Ran financial models of potential Low Income Housing Tax Credit (LIHTC) investments
- Underwrote 4% and 9% LIHTC tax credit deals nationwide; ensured financial and other deal metrics meet AEGON underwriting guidelines; negotiated initial deal terms with developer.
- Drafted equity proposals such as term sheets and letters of intent for investment opportunities in collaboration with Associate Directors and Vice Presidents.
- Prepared and presented investment packages to the Investment Committee, approximately one per month depending on volume; included site visits and review of third party reports.
- Reviewed third party reports such as construction cost review, market study and environmental review; included review of internal drafts of equity partnership documents for deal consistency.
- Facilitated closing process by leading weekly team calls, reviewing due diligence documentation, performing ongoing underwriting and financial analysis, and managing internal wire.

SENIOR PROJECT MANAGER (previously Asst. PM & PM)

Oct 2007- June 2012

BERNAL HEIGHTS NEIGHBORHOOD CENTER

San Francisco, CA

- Developed housing for low-income families and transitional aged youth: Phelan Loop Family Apts; SF (71 units), responsible for \$30M budget. Pre-development tasks such as entitlements, financing applications, design review process, coordination with Mayor's Office of Housing.
- Developed housing for low income individuals with developmental disabilities: St. Peter's Place; SF (20 units), responsible for \$10M budget of LEED Platinum / 220 GreenPoint Rated project.

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- Duties included overseeing demolition, relocation, financing closing, construction, and lease-up phases of the project. Completed under budget by 6% and on schedule.
- Completed multiple asset rehabilitation projects including: exterior/interior upgrades for 10 unit property, installation of kitchen and various modifications of community facility, and plumbing replacement for 46 unit property. Coordinated small teams under tight budget and schedule.

COMMUNITY ORGANIZER (Jesuit Volunteer Corps)

PEOPLE ORGANIZED FOR WESTSIDE RENEWAL

Aug 2006-2007

Los Angeles, CA

- Supported Section 8 tenants in their monthly meetings, formation of 501(c)3, and preservation efforts to maintain affordability of their apartment complex through nonprofit buyout.
- Led strategic community organizing campaign by preparing community members for public testimonies and negotiations with local government officials, facilitating community meetings, empowering tenants through leadership development and conducting door-to-door outreach.

Education:

- **University of California Berkeley, Haas School of Business** MBA Candidate Expected 2018
- **Boston College** College of Arts and Sciences BA, Cum Laude Chestnut Hill, MA 2006
- *Major:* Sociology *Minor:* Global Proficiency: Latin American culture focus
- *Honors:* Dean's Honors 2002-06, Alpha Sigma Nu 2003; Alpha Kappa Delta 2006;
- Janet James Award for distinguished scholarship in women's studies 2006
- **Universidad de San Francisco** Quito, Ecuador Jan-May 2005
- **Universidad de Valencia** Valencia, Spain June-July 2003

Volunteer/Internship Experience/Extracurricular Activities:

Volunteer / Co-Captain, Rebuilding Together San Francisco	Jan 2011 – present
Undergraduate Research Fellow, Boston College Sociology Department	Sept 03 – May 06
Orientation Leader, First Year Experience Boston College	Summer 2005
Research and Development Intern, Crittenton Women's Union	Fall 2004
Housing Intern, Metropolitan Boston Housing Partnership	Sept 2003- May 2004

Professional Development:

Stat 2.2x: Intro to Statistics: Probability, certificate	EdX, Online	May 2014
Urban Land Institute, Member (includes Mentor Program)	San Francisco	2011-present
LISC Advanced Housing Development Training Institute	Bay Area LISC	2011
Panelist, "How to Affordably Exceed Title 24 Code"	Housing California	2011
Ross Program in Real Estate, Case Competition winner	Bay Area Council/USC	2010
Economic Development Finance Professional Certification	National Development Council	2010
Construction Management, 3 credits	City College of San Francisco	2009
LISC Housing Development Training Institute	Bay Area LISC	2008