



MARY GRACE CRISOSTOMO

SR. ASSET MANAGER

CURRENT ROLES AND RESPONSIBILITIES

BEACON DEVELOPMENT GROUP (2019-Present) Senior Asset Manager

Mary Grace is the Senior Asset Manager for the HUD HumanGood portfolio in WA, OR and CA. Her responsibilities include the on-going assessment of the financial and physical condition of properties and developing strategies to ensure the long-term sustainability of the assets. She monitors the HUD contract and insurance renewals, Resident Service Coordinator Grants, annual budgets, audit completion and claims management. In addition, Grace supports the development team on the redevelopment of HumanGood Affordable Housing HUD portfolio.

PAST PROFESSIONAL EXPERIENCE

ABHOW/BEACON COMMUNITIES, INC. (1999-2019) Asset Manager/Senior Asset Manager/Risk Management

Mary Grace started as a Site Administrator with American Baptist Homes of the West and was promoted to be the first Asset Manager of the organization. She started with a portfolio of 15 Affordable Housing Communities consisting of 1,500 units which grew to 38 HUD Communities consisting of 2,438 units under HumanGood Affordable Housing formerly known as Beacon Communities, Inc.

Throughout her 21-year tenure, she monitored the HUD contract renewals, Resident Service Coordinator Grants, annual budgets and audit completion. She was responsible for overseeing the insurance renewal of the HUD & LIHTC portfolio as well as claims management. Her development experience was centered on tracking the pre-development and construction costs and the completion of the cost certifications.

G&K Management Company (1998-1999) Site Administrator, San Jose Gardens, San Jose, CA

Mary Grace was responsible for the daily operations of a 187-unit multi-family community under HUD's Section 236 Program with Section 8 Set-Asides. She single-handedly maintained the compliance and reporting requirements of the community.



REPRESENTATIVE PROJECTS

SAN JOSE GARDENS, San Jose, CA
Financial and Compliance achievements for 187 multi-family units subsidized under HUD's Section 236 Program with Section 8 Set Asides.

EL BETHEL ARMS, San Francisco, CA
Successfully generated over \$8,000,000 annually in federal funds for 200 units for low-income seniors.

EDUCATION & COMMUNITY ENGAGEMENT

- ASSUMPTION COLLEGE, MANILA PHILIPPINES:** Bachelor of Science, Major in Accounting
- CONSORTIUM FOR HOUSING & ASSET MANAGEMENT:** Certified Housing Asset Manager
- THE NATIONAL CENTER FOR HOUSING MANAGEMENT:** Tax Credit Specialist
- NEIGHBORWORKS TRAINING INSTITUTE, CHAM Program:** Asset Management Specialist