



APPLICATION | AFFORDABLE HOUSING: EMERGENCY GAP FUNDING

451 South State Street, Room 118, PO Box 145518, Salt Lake City, Utah 84114 | 801-535-7240 | www.slclda.com

Through a Notice of Funding Availability (NOFA) for Emergency Gap Funding, the Redevelopment Agency of Salt Lake City intends to allocate funding through the Housing Development Loan Program (HDLP) for projects that are impactful in producing affordable housing units within Salt Lake City municipal boundaries. This Application is the first step in the process to request funding through the HDLP. Prospective applicants are strongly encouraged to read the *HDLP Emergency Gap Funding Guidelines and Application Handbook* in its entirety before beginning the application process.

A: PROJECT SUMMARY

Project Name		Date of Application	
Requested Funding Amount	Total Project Cost (TPC)	Requested Funding Amount to TPC (%)	
Estimated Project Start Date		Estimated Project Completion Date	
Project Street Address	City	State	Zip
Contact Name	Contact Phone	Contact Email Address	
If awarded, what will RDA funds be used for Gap Financing Related to:			
Construction Costs		Other:	
Project Type:			
<input type="checkbox"/> New Construction, Undeveloped Site		<input type="checkbox"/> New Construction, Demolition of Existing Structures	
<input type="checkbox"/> Renovation/Rehabilitation of Existing Housing		<input type="checkbox"/> Addition to Existing Structure	
<input type="checkbox"/> Adaptive Reuse of an Existing Structure		<input type="checkbox"/> Other:	

B: APPLICANT SUMMARY

Business Name		Tax ID Number	
Street Address	City	State	Zip
Entity Type:	<input type="checkbox"/> LLC <input type="checkbox"/> C Corp	<input type="checkbox"/> Sole Owner <input type="checkbox"/> S Corp	<input type="checkbox"/> 501(c) 3 <input type="checkbox"/> Partnership <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other:
Ownership - Provide the following information for officers and shareholders owning 10% or more of the entity.			
Name, Title	% Ownership	Role in Proposed Project	
Are there any judgments or liens outstanding against the applicant?			
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

C. DEVELOPMENT TEAM OVERVIEW

Development Team: Please provide the following information for each relevant development team member.

Role	Firm/Organization	Contact Name, Email	Years Experience
Developer			
General Partner			
Architect			
Contractor			
Construction Manager			
Legal			
Prop. Manager			
Market Study			
Appraisal			
Environ. Review			
Primary Lender			
Other			
Other			

D. HOUSING & LAND USE OVERVIEW

Total Residential Units:

Studio: _____
 1 Bed: _____
 2 Bed: _____
 3 Bed: _____
 4 Bed: _____
 Total: _____

60% - 41% AMI Units:

Studio: _____
 1 Bed: _____
 2 Bed: _____
 3 Bed: _____
 4 Bed: _____
 Total: _____

40% AMI and Below Units:

Studio: _____
 1 Bed: _____
 2 Bed: _____
 3 Bed: _____
 4 Bed: _____
 Total: _____

Housing/Land Use Type:

- ☐ Multi-family - <20 units ☐ Live/work Units
☐ Multi-family - 21 to 50 units ☐ Single-Family Attached/Townhomes
☐ Multi-family - 51 to 100 units ☐ Other: _____
☐ Multi-family - 101 to 200 units
☐ Multi-family - 200+ units

Land Area: _____ sq ft

Building Area: _____ sq ft

Number of Floors: _____

Commercial Area: _____ sq ft

Parking Ratio: _____
 (Spaces per residential unit)

What is the current or proposed zoning and use(s) of the site?

Does the project meet all current zoning, infrastructure, and utility requirements?

- ☐ Yes ☐ No

If not, please indicate what process(es) will need to be completed in order to move forward, and the status of these process(es).

Note: RDA staff recommends that Projects be reviewed by Salt Lake City's Development Review Team (DRT). If a Project is reviewed by DRT, DRT notes should be attached to the application submittal.

E. PROPERTY OVERVIEW

Tax Parcel Identification Number(s): _____

Does the Applicant have site control of the property?

☐ Yes

☐ No

Please attach proof of site control.

If the Applicant does not currently have site control, explain how site control will be obtained, including timing:

Is the site occupied?

☐ Yes

☐ No

If Yes, will the proposed project displace residents and/or businesses?

☐ Yes

☐ No

If residents and/or businesses are anticipated to be displaced, describe how impacts to low-income residents will be resolved:

Note: To be eligible for funding, projects must comply with Salt Lake City's Residential Demolition Provisions, City Code 18.64.050, and the Federal Uniform Relocation Assistance and Real Property Acquisition Act.

F. PROJECT PRIORITIES

Does the project meet the sustainability threshold to achieve a "Designed to Earn ENERGY STAR" score of 90+ and is the building 100% electric?

☐ Yes

☐ No

Please attach ENERGY STAR Statement of Design Intent (SEDI) as referenced on Page 6 of HDLP Guidelines and Application.

Select the Project Priorities that the project meets:

☐ Homeownership

Transportation Opportunities

Commercial Vitality

☐ Family Housing

Neighborhood Safety

☐ Historic Preservation/Adaptive Reuse

☐ Target Populations

Expand Opportunity

Public Art

☐ Missing Middle/Unique Housing Types

Architecture & Urban Design

Note: Refer to the HDLP Guidelines and Application Handbook for Project Priority benchmark requirements.

Describe how the project will meet the Benchmark(s) for each of the selected Project Priorities.

<div>G. PROJECT DESCRIPTION</div>	<p>Provide additional detail on the project concept, amenities, and design, (i.e. transit-oriented development, public space, historic preservation, sustainability features, supportive services, etc.). A separate attachment may be included.</p> <div></div>
<div>H. APPLICANT EXPERIENCE</div>	<p>Provide additional detail on the Applicant's experience and capacity in developing and managing affordable housing projects for the long-term. A separate attachment may be included.</p> <div></div>
<div>I. FINANCIALS</div>	<p>Provide the proposed term, interest rate*, amortization schedule, and repayment schedule of RDA funds being applied for. In addition, provide a summary and status of other sources of financing. A separate attachment may be included. <i>*Please refer to Section 6 and Attachment B of the HDLP Guidelines and Application Handbook to calculate interest</i></p> <div></div> <p>Is the project anticipated to use Low Income Housing Tax Credits as a source of financing?</p> <p> <input type="checkbox"/> Yes, 4% <input type="checkbox"/> Yes, 9% <input type="checkbox"/> No </p> <p>If Yes, are Low Income Housing Tax Credits already awarded to the project?</p> <p> <input type="checkbox"/> Yes, 4% <input type="checkbox"/> Yes, 9% <input type="checkbox"/> No </p>

J: APPLICANT CERTIFICATION	Applicant Certification	
	I/We hereby certify that all statements in this application are true and complete.	
	Applicant (print)	By (signature)
	Title	Date
	Applicant (print)	By (signature)
	Title	Date

ATTACHMENT CHECKLIST	For an application to be considered complete the following sections must be completed in full:	
	1. Application Form (this form)	Check if Complete
	A. Project summary.	<input type="checkbox"/>
	B. Applicant summary.	<input type="checkbox"/>
	C. Development team overview.	<input type="checkbox"/>
	D. Housing and land use overview.	<input type="checkbox"/>
	E. Property overview.	<input type="checkbox"/>
	F. Project priorities.	<input type="checkbox"/>
	G. Project description.	<input type="checkbox"/>
	H. Applicant experience.	<input type="checkbox"/>
I. Financials.	<input type="checkbox"/>	
J. Applicant certification.	<input type="checkbox"/>	
K. Additional applicant attachments (if applicable).	<input type="checkbox"/>	
	2. Attachments	Check if Complete
A. Preliminary project drawings, including a conceptual site plan (including the context of the area), elevation drawings, and architectural renderings (if available).	<input type="checkbox"/>	
B. Proof of site control.	<input type="checkbox"/>	
C. ENERGY STAR Statement of Design Intent (SEDI)	<input type="checkbox"/>	
D. Sources and uses.	<input type="checkbox"/>	
E. Financing term sheets (if available).	<input type="checkbox"/>	
F. Operating proforma.	<input type="checkbox"/>	
G. Project timeline, including significant project milestones.	<input type="checkbox"/>	
H. Notes from Salt Lake City Development Review Team (DRT) meeting (if available).	<input type="checkbox"/>	

OTHER	How did you hear about this Notice of Funding Availability?	
	<input type="checkbox"/> Our website	<input type="checkbox"/> Social Media
	<input type="checkbox"/> Email	<input type="checkbox"/> Utah Public Procurement Place Website or email
	<input type="checkbox"/> Online Advertisement	<input type="checkbox"/> Other: _____