

CITY OF GAINESVILLE

REQUEST for LOCAL CONTRIBUTION for FHFC TAX CREDITS

HOUSING & COMMUNITY DEVELOPMENT DIVISION

306 NE 6TH AVENUE, BLDG. B RM. 245

POST OFFICE BOX 490 Station 22

GAINESVILLE, FL 32602

(352) 334-5026

APPLICATION

Case Number
(Provided by the City of Gainesville)

Applicant's Business Name

Date

Applicant's Business Telephone Number & email address

Applicant's Business Address:

Business Telephone Number

1. What is the Project Name & Location (Provide address, if available)? _____

2. Is this project new construction or rehabilitation of an existing development? _____

3. How many Rental Units BEFORE Construction/Rehabilitation? _____
4. How many Rental Units AFTER Construction/Rehabilitation? _____
5. What is the project's target market? _____
6. Will there be age and/or income restriction on the project's residents? _____

7. Provide a detailed narrative of the proposed project: _____

8. Provide total estimated project costs: _____

9. Provide a development timeline for the project: _____

10. Provide a map of the proposed development area: _____

Contact Person: _____ Telephone: _____

Email Address: _____

I certify to the best of my knowledge and belief that the above information is true and correct. I authorize City staff to undertake the necessary actions to verify the information supplied. I give permission for City staff to contact and receive information from my agents, financial institutions or other organizations.

Signature of Applicant

Date

U.S.C. TITLE 18 SEC. 1001 PROVIDES THAT: Whoever in any manner within the jurisdiction of any agency of the United States knowingly and willingly falsifies...or makes false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry shall be fined not more than \$10,000 or imprisoned not more than five (5) years.

*****FOR OFFICE USE ONLY*****

Reviewed by HCD Staff

Date

Approved by HCD Staff

Date

COMMENTS: _____

Attachments: Mandatory Items for Application Review

- A. Detailed narrative of proposed project.
- B. Copy of Agency's most recent audit.
- C. Development costs plan.
- D. Copies of commitment and support letters from financial institutions and partnering organizations.
- E. Market Study or Neighborhood Needs Assessment Report.
- F. Site Plan.
- G. Preliminary drawings of new construction house plans.
- H. Project Timeline.
- I. Affirmative Marketing Plan.
- J. List of paid staff (full and/or part time) that will have responsibility for the proposed project (include job titles and summary of project duties).
- K. List of Project Contractor(s) (including Partnering Organizations, General Contractor, Architect, Rental Management Entity, Real Estate Brokerage Firm, and Attorney).
- L. Documentation to support property ownership or site control. (i.e. Warranty Deed, Trust Deed or Letter of Intent to Acquire Property).
- M. Appraisal Report and/or Alachua County Property Assessor's report for each identified property.
- N. Alachua County Tax Collector's receipt for taxes paid on proposed projects.
- O. Map of proposed development area.