**Project Information Form**

**City of Saint Paul 30% AMI Deeply Affordable Housing Program**

**Applicant**

Project Name: Click or tap here to enter text.

Project Address: Click or tap here to enter text.

Applicant Organization/Developer: Click or tap here to enter text.

**Project Description**

Please complete the following questions, as applicable, based upon the specific housing proposal. Please ensure that the following descriptions match the information submitted in the Multifamily Workbook.

1. Briefly summarize the overall development project that this request will support. Include activity type (i.e., new construction, historic rehabilitation, etc.), building type, size of building(s), use, number of units, proposed amenities and services, and any unique features. Additional information about the proposed project may be attached to this application.

Click or tap here to enter text.

1. Total number of units and level of affordability.

* Total Number of Units:
* Number of Units @ 30% AMI:
* Number of Units @ 50% AMI:
* Number of Units @ 60% AMI:
* Other affordability level (specify):

1. What is the period of affordability for these units? Enter number of years.
2. Describe any special populations to be targeted or served.

Click or tap here to enter text.

1. Do you anticipate providing supportive services for the residents? Select Yes/No.

(If yes, please attach Supportive Services Narrative to this application)

1. Who will serve as the property manager for the project?

Click or tap here to enter text.

1. Describe whether the proposal includes any common, commercial, administrative, program or community space(s) in the development and if so, describe the intended use of the space and approximate square footage.

Click or tap here to enter text.

**Development Process and Status**

1. What is the anticipated project timeline? (quarter/year) (more detailed project schedule requested as attachment).

* Project Closing:
* Construction Start Date:
* Construction Completion Date:

1. Current ownership of the site: Click or tap here to enter text.
2. Describe the site and surrounding land uses.

Click or tap here to enter text.

1. Does this project require displacement or relocation of existing businesses or residents? If yes, please explain.

Click or tap here to enter text.

1. Has Applicant executed any contracts for construction of any portion of the Project? Explain yes response.

Click or tap here to enter text.

1. Indicate Project’s compliance with City and State codes and regulations. If there is non-compliance, indicate what action must be taken to achieve compliance:

* Project currently complies with the following regulations:

Zoning

Platting

Building and Housing (permits obtained)

Environmental

Historic Review

Other (specify: Click or tap here to enter text.)

* Project will require:

Rezoning from \_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_

Conditional use permit/non-conforming use permit

Zoning variance

Building permit

Environmental assessment worksheet

Historic Review

Stormwater Management Review

Other (specify: \_\_\_\_\_\_\_\_\_\_\_\_\_)

* The proposed site is served by utilities, including streets (Y/N).

**Financial Narrative**

1. Amount of American Rescue Plan Act (ARPA) funding requested through this RFP:

Enter dollar amount.

1. Describe how the ARPA funding will go into the financing structure of the project to produce 30% AMI units. Include an explanation of why the funding is necessary and any gap analysis that supports this.

Click or tap here to enter text.

1. Describe the overall financing plan envisioned to implement the housing development and the level of funding secured to date (detailed budget workbook and additional materials are requested as attachments).

Click or tap here to enter text.

1. What is the status and timing of unsecured funding commitments? List and detail each source.

Click or tap here to enter text.

1. Does the project have any project-based rental assistance? If yes, is the rental subsidy committed? Click or tap here to enter text.
2. If housing with support services is included in the project, please describe how services will be funded (this information can also be provided in the Support Services Narrative attachment).

Click or tap here to enter text.

1. If the proposal includes revenue outside of standard housing rental income, please describe the other source and how long it is expected to continue.

Click or tap here to enter text.