



COMMUNITY VENTURES PROGRAM - APPLICATION

I. PROJECT SUMMARY:

Project Name: _____

Applicant's Name/Primary Contact: _____

Applicant's Address: _____

Primary Contact's Phone: _____ Primary Contact's E-mail: _____

Owner Type: _____ Non-Profit _____ For Profit _____ Joint Venture

Total Project Cost: _____ Total CVP Loan Request: _____

FOR HOUSING APPLICATIONS:

Total Number of Units: _____

Number of units with Rents affordable at:

30% or less of median _____

50% or less of median _____

60% or less of median _____

80% or less of median _____

FOR ALL APPLICATIONS:

Targeting of Units: Families _____ People with Disabilities _____ Elderly _____ Other _____

Will the project seek green building certification? _____ If so, at what level? _____

What is the current zoning of the project site? _____

Is a zoning change needed? _____ Yes _____ No

II. PROJECT DESCRIPTION

FOR HOUSING APPLICATIONS: Provide a brief narrative (no more than two pages) of the proposed project addressing the following issues:

DESCRIPTION OF THE PROJECT:

- a. The type of housing needs to be met and population served by the project
- b. The impact of the proposed project on the community/neighborhood
- c. An overview of existing community support or the project
- d. Leveraging of other funds/Other funding sources for the project
- e. Description of applicant's development experience
- f. Project timeline

FOR ECONOMIC DEVELOPMENT APPLICATIONS: Provide a brief narrative (no more than two pages) of the proposed project addressing the following issues:

PROJECT DESCRIPTION:

- a. The population served by the project
- b. The impact of the proposed project on the community/neighborhood
- c. An overview of existing community support or the project
- d. Leveraging of other funds/other funding sources for the project
- e. Description of applicant's development experience
- f. Project timeline

III. DOCUMENTS

- a. Organizational documents (articles of incorporation, by laws, partnership agreements)
- b. If non-profit: Copy of IRS determination and date of incorporation, last two annual reports and audited financial statements, list of board members and bios, Certificate of Good Standing
- c. If for-profit: Date of incorporation and latest audit/financial statements, list of officers and directors of corporation or partnership, Certificate of Good Standing
- d. Total project budget - include expected sources and status of each source (e.g. application pending, commitment received, expiration date of commitment)
- e. Total predevelopment budget – include expected sources and status of each source (e.g. application pending, commitment received, expiration date of commitment)
- f. List of development team members
- g. Evidence of site control, if available. If the applicant does not yet have site control, provide a plan with timeline for site control.
- h. Renderings , site plans, and floor plan drawings, if available
- i. Letters of support, if available

PLEASE CONTACT BRENDA GRAUER, COMMUNITY DEVELOPMENT MANAGER, WITH ANY QUESTIONS AT brenda@jcua.org, or (312)663-0960.