

MAY 11 2017



**AFFORDABLE HOUSING LOAN APPLICATION**

Loan Amount Requested: \$105,106.00 Date funds are needed: April 1,2017  
Proposed Use of Funds: Continued operation of housing program  
Proposed Loan Terms: 3% simple interest deferred for 10 years

**I. APPLICANT'S INFORMATION**

- A. Name: Community Support Network  
Address: 1410 Guerneville Road, Suite 14, Santa Rosa, CA 95403  
Project Manager: Cindy Strauch – Finance Director Phone: 575-0979 x15  
E-mail: cindy@csn-mh.com FAX: 546-3308
- B. Type of Organization: Corporation, Partnership, etc. \_\_\_\_\_  
Tax exempt organization?  Yes  No ID#: 94-2159583  
Is this organization a CHDO?  Yes  No CHDO ID#: \_\_\_\_\_
- C. Legal name of borrower(s) to be used on loan documents:  
Community Support Network
- D. Experience: Attach resume' of prior experience by listing projects, including location, number of units, level of affordability, type of units, completion date. Please include name and telephone number for use as references at other local jurisdictions.

**II. PROPOSED PROJECT**

- A. **Site**  
Name of Project: E-Street Program  
Location: 201 South E-Street, Santa Rosa, CA 95404 A. P. #: 9014-0284-95  
Current Land Use Designation: Social Rehabilitation Housing  
Proposed Land Use Designation: Same  
Proposed Density (units/acre): n/a # of Acres: n/a  
Water/Sewer Availability and Location: n/a  
Offsite Constraints: n/a  
Subject to Specific Area Plan?  Yes  No Annexation Needed?  Yes  No



**D. Itemization of Proposed Units N/A**

Bedroom Size	Sq. Ft. Size of Unit	# of Units	Targeted Income Level	Proposed Rent Amount	Comments
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	
				\$	

**E. Monthly Allowance for Tenant-paid Utilities:**  
 (Utility Allowance Chart available from staff)

	Indicate Gas Or Electric	Check if Paid By Tenant	Check if Paid By Owner
Space Heating	_____		X
Stove	_____		X
Water Heater	_____		X
Trash	_____		X
Water/Sewer	_____		X
Other - cable	_____		X

Bedroom Size \_\_\_\_\_

Total Utility Allowance by Unit Size \_\_\_\_\_

F. Project Management Company: N/A

**III. PROJECT COST**

Land Cost	N/A	\$ _____
Land Cost Per Acre	\$ _____	
Predevelopment Costs		\$ _____
Organizational/Administrative Costs		\$ _____
Development Costs		\$ _____
<b>Total Project Cost</b>		<b>\$ _____</b>
Cost Per Unit Built	\$ _____	

**IV. TOTAL PROJECT FINANCING**

Amount of this loan request:	\$ _____	\$105,106
Amount of other permanent financing:	\$ _____	\$64,400
Amount of cash or loans currently in project:	\$ _____	
Amount of owner's equity in project:	\$ _____	41,600
<b>TOTAL</b>	<b>\$ _____</b>	<b>\$210,106</b>

A. **Financing Sources:** (Include all other financing--interim and permanent)

**INTERIM/CONSTRUCTION FINANCING**

	1	2	3
Lender's Name & Address	N/A		
Contact Person & Phone #			
Name of Program			
Loan Amount			
Annual Payment			
Terms of Loan			
Date Applied			

Current Status of Application			
Conditions			

**PERMANENT FINANCING**

	1	2	3
Lender's Name & Address	Santa Rosa Housing Authority	Exchange Bank	
Contact Person & Phone #	Megan Basinger	Joseph Huang 707-318-9718	
Purpose			
Name of Program	HOME funds	mortgage	
Loan Amount	\$105,106	64,400	
Annual Payment	0	\$8,532	
Terms of Loan	3% deferred interest	10 year variable loan. 5.875% due 4/2022, one time rate reset after 5 yrs, due 4/2027	
Date Applied	1994, reapplied 2009	3/2017	
Current Status of Application	open	open	
Conditions			

**B. Administrative Costs**

Describe how the administrative cost for this project will be funded.

15% of expenses

Approximate administrative cost per unit of housing produced:

N/A

**C. Development and Operations Proforma (Attach Project Proformas)**

**V. ATTACHMENTS**

Please attach the following documents to the loan application: (If we have current, accurate copies on file you do not need to resubmit, only update).

- X A. Project description and purpose narrative.
- B. List of references for other projects (see #I-D. page 1).
- x C. List of board members and/or names of company officers, including addresses, phone numbers, employer, occupation.
- D. Copy of applicant's Articles of Incorporation, Bylaws or Partnership Agreement.
- E. Federal tax exempt determination letter, if applicable.
- X F. Most recent audit report and **current financial statement** (within the last quarter). Reports should include balance sheets, revenue and expense statement, and statement of changes in fund balances.
- G. Project Proforma - projected for the proposed loan term.
- H. Evidence of land control (i.e., option, sale/purchase contract or escrow instructions).
- I. Evidence of land value. Provide appraisal or statement of value from other financing sources, if available.
- J. Area map of proposed site and site photos.
- K. Preliminary Title Report (within past 6 months).
- L. Environmental reports/studies.
- M. Funding commitment letters.
- N. Project timetable.
- O. Agreements for rent subsidies, if applicable.
- P. Management company information and list of references.
- Q. Budget for funds.

I (we) represent that the foregoing information is true, to the best of our knowledge.

Cindy Strauch, Finance Director  
Applicant's Name

*Cindy Strauch*

Signature

*[Handwritten Signature]*

5.1.2017  
Date

*[Handwritten Signature]*  
Executive Director  
Title