



## AFFORDABLE HOUSING LOAN APPLICATION

Loan Amount Requested: \$50,000 Date funds are needed: July 1, 2019  
 Proposed Use of Funds: Continued operation of housing program (\$50K original loan)  
 Proposed Loan Terms: Extend loan maturity for 20 years to July 2039

### 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 x115  
 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: Grand Avenue Permanent Supportive Housing  
 Location: 933 Grand Ave, Santa Rosa, CA 95404 A. P. #: 6914-1294-9  
 Current Land Use Designation: Permanent 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

Does your site acquisition include buildings currently being used for housing or business activities?     Yes     No

If yes, indicate type of use and number of occupants:    5 residents in perm. supportive housing

Relocation of occupants necessary?     Yes     No

Form of Site Control (Contract, Option):    n/a

Purchase Price:    \$ 242,300                      Appraised Value:    \$ 727,078

Development Constraints:    n/a

Year of City's growth management allocation:    \_\_\_\_\_

**B. Environmental**    (Clearance may take a minimum of 3 months)

Reports/Studies Completed:    n/a

Proximity to Flood Plain:    n/a

Indicate presence of wetlands, vernal pools, endangered plant or animal species: n/a

Other known environmental constraints:    n/a

**C. Proposed Affordable Housing Project**    **N/A**

Total number of units to be built:    \_\_\_\_\_

Number of affordable rental units:    \_\_\_\_\_

Number of affordable ownership units:    \_\_\_\_\_

Number of units serving under 30% of median income:    \_\_\_\_\_

Number of units serving 31% - 50% of median income:    \_\_\_\_\_

Number of units serving 51% - 80% of median income:    \_\_\_\_\_

Number of units serving over 80% of median income:    \_\_\_\_\_

Number of units serving non-restricted income levels:    \_\_\_\_\_

**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	_____		

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:		\$ <u>50,000</u>
Amount of other permanent financing:	HCD - Sacramento	\$ <u>167,300</u>
Amount of cash or loans currently in project:		\$ _____
Amount of owner's equity in project:	City of SR forgiven loan	\$ <u>25,000</u>
<b>TOTAL</b>		<b>\$ <u>242,300</u></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	Housing and Community Development	Santa Rosa Housing Authority	
Contact Person & Phone #	Jeff Newbury 916.263.1634	Megan Basinger	
Purpose			
Name of Program	Grand Avenue	Grand Avenue	
Loan Amount	\$167,300	50,000	
Annual Payment	0	0	
Terms of Loan	3% deferred interest 30 yrs Due 2019	3% deferred interest 20 yrs Due 2019	
Date Applied	July 1989	July 1989, reapplied 2009	
Current Status of Application	Up for renewal 7/2019	Up for renewal 7/2019	
Conditions			

**B. Administrative Costs**

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

Monthly actual % of Agency Admin expenses funded through client fees

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 8-21-18  
Signature

8/21/18

Date

[Signature]

Executive Director

Title