



(THROUGH ITS AFFILIATE, TECHNICAL ASSISTANCE CORPORATION)

## PREDEVELOPMENT LOAN APPLICATION

### GENERAL APPLICANT INFORMATION

APPLICANT ORGANIZATION NAME:

APPLICANT TAX IDENTIFICATION NUMBER:

STREET ADDRESS:

CITY/STATE/ZIP CODE:

PHONE:  FAX:

EXECUTIVE DIRECTOR NAME:

CONTACT PERSON NAME:

CONTACT PERSON TITLE:

EMAIL:

DATE OF INCORPORATION:

501(c)(3)  YES  NO

Please attach a copy of Certificate of Incorporation and Certificate of Good Standing dated within 6 months of the loan application.

### PROJECT INFORMATION

NAME OF PROPOSED PROJECT:

FORMAL NAME OF BORROWER ENTITY:

TAX IDENTIFICATION NUMBER OF BORROWER:

NEIGHBORHOOD/LOCATION OF PROJECT:  WARD:

Attach site map and list of property addresses

AMOUNT OF LOAN REQUEST:

GENERAL  
DESCRIPTION  
OF PROJECT:

COMPLETE THE FOLLOWING TABLE REGARDING THE PROPOSED UNIT MIX OF THE PROJECT:

	RENTAL			FOR-SALE		
	NEW CONSTRUCTION	REHAB	TOTAL	NEW CONSTRUCTION	REHAB	TOTAL
<b>ACCESSIBILITY</b>						
FULLY ACCESSIBLE UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
UNIVERSAL DESIGN UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
ADAPTABLE UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>AFFORDABILITY</b>						
MARKET RATE UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<80% AMI UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<60% AMI UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<50% AMI UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<30% AMI UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL UNITS:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

DOES THIS PROJECT INCLUDE  
LOW-INCOME HOUSING TAX CREDIT FINANCING?

YES  NO  UNSURE

If yes, attach a copy of tentative reservation

9%  4% (bonds)

DOES THIS PROJECT INCLUDE HISTORIC PRESERVATION  
TAX CREDIT FINANCING?

YES  NO  UNSURE

ANTICIPATED DATE LOAN FUNDS NEEDED:

ANTICIPATED LOAN TERM (# of months):

LIST POTENTIAL EQUITY PROVIDERS CONTACTED AND PHONE NUMBERS:


Provide copies of preliminary commitment letters, if any

LIST OF POTENTIAL MORTGAGE DEBT LENDERS CONTACTED AND PHONE NUMBERS (FROM THE PRIVATE AND/  
OR PUBLIC SECTORS):


Provide copies of preliminary commitment letters, if any

WILL THE PROJECT REQUIRE GOVERNMENT FUNDS?  YES  NO

IF SO, DESCRIBE THE STATUS OF GOVERNMENT FUNDS AND PROVIDE COPIES OF COMMITMENTS, IF ANY:

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WHY IS THIS PROJECT IMPORTANT?

DESCRIBE NEIGHBORHOOD CONDITIONS:

DOES APPLICANT HAVE PARTNERS IN THIS PROJECT?     YES     NO

IF YES, NAME OF PARTNER:

IF YES, IS PARTNER A FOR-PROFIT ENTITY?     YES     NO

IF YES, DESCRIBE ROLES OF EACH PARTNER DURING AND AFTER PROJECT COMPLETION:

LIST PREVIOUS DEVELOPMENT EXPERIENCE OF APPLICANT:

MEMBERS OF DEVELOPMENT TEAM:

ARCHITECT:

GENERAL CONTRACTOR:

CONSULTANT:

ATTORNEY:

ACCOUNTANT:

PROPERTY MANAGER:



WHAT IS THE PLAN FOR REPAYMENT OF THE PREDEVELOPMENT LOAN?

IF LOAN FUNDS HAVE BEEN ADVANCED AND THE PROJECT CANNOT BE IMPLEMENTED, HOW WILL THE LOAN BE REPAYED? **PLEASE NOTE:** REPAYMENT FROM THE EVENTUAL FINANCING OF THE PROJECT IS NOT A SATISFACTORY ANSWER TO THIS QUESTION. **PLEASE TELL US HOW THE BORROWER WILL REPAY THE LOAN IF THERE ARE NOT PROJECT SOURCES TO REPAY IT.**

INCLUDE THE FOLLOWING DOCUMENTS WITH THIS APPLICATION:

1. Project Proforma (including projected Sources and Uses of Funds, Income and Expense Calculation, Equity Calculation, if applicable, and Cash Flow, if applicable)
2. Tentative Tax Credit Reservation, if applicable
3. Preliminary equity commitments, if applicable
4. Preliminary private and government financing commitments, if applicable
5. Certificate of Incorporation
6. Most recent organization Financial Statements (internal and external, if available)
7. Site control documentation, if available, site map and list of addresses
8. Market documentation, if available
9. A proposed time schedule for use of the predevelopment funds.

ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE:  DATE

PRINTED NAME:  PHONE:

TITLE:  FAX:

SEND COMPLETED APPLICATION, INCLUDING SUPPORTING DOCUMENTS TO [jim@rhcdca.com](mailto:jim@rhcdca.com)

OR:

JIM LUTZ  
RHCDA  
611 OLIVE STREET, SUITE 1641  
ST. LOUIS, MISSOURI 63101

# ATTACHMENT 1

## BORROWER CHECKLIST FOR PREDEVELOPMENT LOAN CONSIDERATIONS

### TYPE AND SCALE OF PROJECT

- Type of housing
- Type of construction
- Number of units
- Bedroom mix
- Projected rental or sale rates

### SITE CONSIDERATIONS

- Location
- Current ownership
- Current tax status
- Current environmental status
- Preliminary title report
- Estimated acquisition cost
- Plan for approaching the seller or sellers

### MARKET SUPPORTABILITY

- General demographic and neighborhood data
- Informal market analysis, including any development that has taken place in the area within the last 24 months and the market experience of such development
- Formal market study
- Neighborhood conditions and how project will improve them

### DESIGN AND CONSTRUCTION CONSIDERATIONS

- Rehabilitation, new construction or both
- Architect to be selected
- Special physical site or project considerations

### FINANCING

- Projected sources and uses of funds
- Identify potential private, public and/or philanthropic sector funds to be applied for
- Meetings with some of the proposed sources
- Preliminary letters of support/commitment
- Repayment plans for predevelopment loan if project proceeds or if it does not

### DEVELOPMENT TEAM

- Co-Developer, if applicable
- Architect
- Contractor
- Attorney
- Accountant
- Property Manager
- Consultant

### SPECIAL CIRCUMSTANCES OR CONSIDERATIONS