CHDO Predevelopment Loan eligibility requirements

CHDOs are required to adopt a Formal Process to include Low-Income Participants in the siting (location), development, and management of affordable housing projects.

- Has the IHFA-Certified CHDO followed its adopted Formal Process for this project?  ___Yes  ___No
- If you answered “Yes”, submit evidence the organization followed its Formal Process, i.e. flyers, notices, advertisements, surveys, etc.
- If you answered “No”, then this organization may not be eligible for CHDO Predevelopment Loan funds. More information, contact the HOME Technical Assistance Coordinator.

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<thead>
<tr>
<th>CHDO Name</th>
<th>EIN #</th>
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<td>UEI #</td>
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<tr>
<th>CHDO Address</th>
<th>Contact Person &amp; Title</th>
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<tr>
<th>Telephone No</th>
<th>CHDO Predevelopment Loan funds are needed for the following eligible costs</th>
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<tr>
<td>Office: (      ) ______________________</td>
<td>1.</td>
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<td>Fax:     (     ) ______________________</td>
<td>2.</td>
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<td>Email: ____________________________</td>
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Predevelopment Loan Request $__________

List all other proposed sources of funding for the project:

1. ____________________________
2. ____________________________
3. ____________________________
4. ____________________________
5. ____________________________
6. ____________________________
7. ____________________________

Current CHDO Certification Date:  ___ / ___ / ___

Are existing projects/activity in Good Standing with IHFA?  ___Yes  ___No
If No, explain:
## Proposed Project Name and Geographic Location:

### Proposed Project Information:

- **Total # of units:** ________  
  - Type of activity: Circle one: rental homebuyer
- # of 1 bedroom units____
- # of 2 bedroom units____
- # of 3 bedroom units____

### Priority Needs Population served: Circle all that apply:  Elderly □ Disabled □ ≤30% AMI Households □  
Other __________

### Please describe proposed project, i.e. location, type, amenities, supportive services, etc.:

### Proposed Project Activity:

- __Homebuyer properties

### The project activity will be:

- New Construction
- Acquisition and Rehabilitation
- Acquisition Only
- Rehabilitation Only

### Anticipated Timeline:

- Submit HOME Application: ___/___/___
- Proposed Site Acquisition Date: ___/___/___
- Start Construction: ___/___/___
- Project Completion date: ___/___/___

Attach the proposed predevelopment budget; include all proposed cost items

I certify the following:

- There is a reasonable expectation this CHDO-eligible project is feasible
- These funds can be used only for a project-specific predevelopment costs
- These funds can be used only for IHFA approved pre-construction costs
- These funds cannot be used for any “site-specific” construction costs

### Signature of Authorized Agency Representative:

<table>
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<tr>
<th>Name</th>
<th>Date</th>
<th>Title</th>
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Application Requirements

CHDO Predevelopment Loan Applications must be submitted through the assigned Procorem work center. **NO HARD COPIES.** When submitting the CHDO Predevelopment Loan Application all necessary minimum threshold requirements must be uploaded to the folder in Procorem.

**Application must meet minimum threshold requirements to receive further review**

- Application must include a Board Resolution authorizing this application and the request for funds
- Copy of current IHFA CHDO certification
- Most current audited Financial
- Resume(s)/State of Experience that document this project's development staff capacity
- Evidence this CHDO has followed its Formal Process to include low-income participants in the siting(location), development, and management of this affordable housing project