

# WORKFORCE HOUSING

## REVOLVING LOAN FUND APPLICATION

Developer/Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Please attach additional pages if necessary for written responses.

1. Description and history of developer/applicant: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. Describe, in detail the proposed housing project: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

3. What is the expected starting date for the project? \_\_\_\_\_

Expected Completion Date: \_\_\_\_\_

4. Current Zoning of the Property: \_\_\_\_\_

5. Summary of Project Costs

Land Acquisition	\$
Home Acquisition	\$
New Construction	\$
Remodeling	\$
Other	\$

**TOTAL PROJECT COST:** \_\_\_\_\_

6. Sources of Funds

Conventional Financing	\$
Local Housing FLF (requested amount)	\$
Additional RLFs	\$
Applicant Contribution	\$
Other	\$

**TOTAL PROJECT COST:** \_\_\_\_\_

7. Explain the Applicant Contribution: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
8. All project partners/contractors: \_\_\_\_\_  
 \_\_\_\_\_
9. What type of security and in what amount will the applicant provide in consideration of this loan?  
 Mortgage on: \_\_\_\_\_ Seniority/Position: \_\_\_\_\_  
 Lien on: \_\_\_\_\_ Seniority/Position: \_\_\_\_\_  
 Personal Guarantee: YES NO OTHER: \_\_\_\_\_
10. What is the desired term length for this loan? \_\_\_\_\_
11. Required Attachments (if available)
- a. Housing Plan/Permit
  - b. Letter of Commitment from Funding Sources
  - c. Pro Forma or Economic Feasibility Plan
  - d. Last 2 years of Personal/Business Tax Returns
  - e. Business Financial Statement
  - f. Personal Financial Statement
  - g. Credit Report
  - h. Application Fee

**Other Comments:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Applicant Signature**

I hereby give permission to the Hayfield Economic Development Authority to research the developer/applicant history, make credit checks, contact and work with their financial institution. I attest that the information provided in this application is true to the best of my knowledge.

Applicant Signature: \_\_\_\_\_

Co-Applicant Signature: \_\_\_\_\_

(if applicable)