

HARWICH AFFORDABLE HOUSING TRUST FUND

732 Main Street
Harwich, MA 02645

AFFORDABLE HOUSING TRUST FUND APPLICATION

General Information

Project Name: _____

Project Location and Parcel ID#: _____

Type of Project: _____

Applicant(s) name/ Organization: _____

Contact Person and Title: _____

Mailing Address: _____

Telephone Number: _____

Email Address: _____

Property Ownership

Legal Property Owner of Record: _____

Is the owner the applicant? _____

If not, does the applicant have site control or written consent of the property owner to submit a Letter of Intent or application? If yes, attach documentation.

Development Team

Please submit as attachments the resumes of relevant development team members and a list and description of affordable housing projects completed by the applicant as well as the last monitoring agent's annual report for each project if applicable.

Project Information

Provide a narrative description of the proposed project including the following and any amenities and services provided.:

Project Type: _____

Type of Units (i.e., condo ownership, Single family ownership, coop, single room, group residence, other, fee simple ownership, rental, etc.): _____

Total Number of Units:	
Number of Market Units:	Number of BRs:
Number of Affordable Units:	Number of BRs:
Proposed Sale Prices/Rents:	Market: Affordable:
Proposed Condo Fees:	Market: Affordable

:

5. Unit Composition (If Applicable): *List number of units in each category*

	Total	<=30% AMI	<=50% AMI	<=80% AMI	<=100% AMI	<=120% AMI	Market Rate
SRO							
1 Br							
2 Br							
3 Br							
4 Br/+							

Note: Refer to (www.huduser.org) for latest fair housing rates.

Proposed % of AMI target beneficiaries: _____

Community Need: Describe how this project addresses the affordable housing needs of the community.

Site Information

Please provide a description of the current site characteristics, zoning, environmental, and any regulatory requirements or constraints. Attach a map and photos of the project site and neighborhood along with any zoning/historic/permitting relief required.

Building:

Zoning:

Health:

Historic:

Conservation:

Infrastructure:

Total Project Cost: _____

Amount of HAHTF Request: _____

Please list all funding sources committed and proposed indicating funding application dates:

Committed/Proposed: \$	Date:
Committed/Proposed: \$	Date:
Committed/Proposed: \$	Date:

Project Feasibility

Provide a project budget. (Please see sample Pro Forma shown as Attachment A)

Community Outreach

Provide a description of the applicant's efforts to engage the community members through outreach, meetings, and other educational initiatives.

Development Schedule

Describe the timeframe for the proposed project and how it will be implemented. (Provide a timeline for all project milestones and include as Attachment B – Project Schedule)

List of Attachments

If you have any questions, please do not hesitate to contact larryballantine@yahoo.com

Project Applicant Name: _____ Title: _____

Applicant Signature: _____ Date: _____

Please submit one electronic copy and six hard copies to larryballantine@yahoo.com, Chair, Harwich Affordable Housing Trust, Town of Harwich, 732 Main Street, Harwich, MA 02645