AFFORDABLE HOUSING REDEVELOPMENT LOAN PROGRAM

ECONOMIC & WORKFORCE DEVELOPMENT DEPARTMENT
One Fourth Street North, Ninth Floor
Municipal Services Building
St. Petersburg, Florida   33701
SINGLE FAMILY RESIDENTIAL NEW CONSTRUCTION INCENTIVE APPLICATION

A. General Information:

	DEVELOPER		BUYER (if known)	
Full Legal Name				
Current Business Address				
City & Zip Code				
Project Street Address				
City & Zip Code				
E-Mail Address				
Telephone	Work:	Cell:	Work:	Cell:

Check One: ☐ Not for Profit 501 (3) (C) or other   ☐ For Profit Developer Sponsor, Partnership, Corporation or Individual

A. Project Information:

Parcel ID #	Census Tract	Flood Zone	Map Panel #

Legal Description: _____

B. Project Financing:

Participating Lender	Street Address	City	State	Zip Code

Contact Name	Title	E-Mail Address	Telephone	Loan Amount

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Other Funding? ☐ **Yes** ☐ **No   If so: Please explain the source and contact information** _____

_____

_____

      C.   Workman's Compensation Insurance:

Agent	Street Address	City	State	Zip Code

Please attach a copy of the Workman's Compensation Insurance Certificate.

      D.   Liability Insurance:

Agent	Street Address	City	State	Zip Code

      E.   Applications for single family new construction incentive loan funds will be accepted from properly licensed and insurance for-profit and not-for-profit corporations, limited liability companies or individual contractor on a first come first ready basis. Applicant must complete and submit this application to the Economic & Workforce Development Department for the City of St. Petersburg with the following information and supporting documentation.
        a.   Contact information
        b.   Agency description
        c.   Project description
        d.   Project goals and economic impact
        e.   Most recent corporate and/or individual income tax returns
        f.   Current year-to-date profit and loss statement
        g.   Commercial General Liability Insurance, Worker's Compensation Insurance and Builder's Risk Insurance Declaration Page
        h.   2019 Certificate of Status from the State of Florida
        i.   IRS 501 (c) (3) letter (if applicable)
        j.   Articles of Incorporation and By-laws
        k.   Resolution of the Board of Directors consenting to application for mortgage financing and authorizing the city to conduct all credit and financial investigation as deemed necessary to determine eligibility for the AFFORDABLE HOUSING REDEVELOPMENT LOAN PROGRAM
        l.   IRS Form 990 or most recent audit (if applicable)
        m.   Contractor's License
        n.   Provide evidence of experience and qualifications sufficient to ensure project completion.
        o.   Quantification of the potential cash flows required to sustain the development and operations of the proposed project.
        p.   Sources of Funds Statement and Operating Budget to include:
            i.   Additional Capital Contribution

      ii.   Interim Loan Funds including the total amount of funds provided to the Project via loans, pledges, collateralizations, etc.

     iii.   Uses of funds proposed for "direct development costs" or those associated for land acquisition, building cost, site improvement, surveys, permits, impact fees, assessment fees, development fees, soil testing insurance, taxes, and other related costs.

     iv.   Uses of funds proposed for "indirect development costs associated with feasibility studies or services and related fees; legal fees and expenses; document preparation, inspections costs, interim interest, debt service, title insurance, settlement costs, etc.

  q. Deed of ownership, appraisal, title insurance, construction plans and specifications and flood certification

  r. Department of Agriculture Number: _____

CERTIFICATION AND SIGNATURE

I (we) hereby certify that all of the foregoing information is true and complete to the best of my (our) knowledge and hereby give my (our) permission to the City of St. Petersburg Housing and Community Development Department (or any lender acting on the City's behalf) to conduct further credit and financial investigation as deemed necessary to determine eligibility. Furthermore, I (we) agree to abide by the eligibility and program requirements set forth in connection with any opportunities which may be offered to me (us) by the City of St. Petersburg pursuant to this application. I (we) understand that false, inaccurate, or incomplete information in the foregoing application shall be considered cause for me (us) to be disqualified from participation in the City of St. Petersburg's Affordable Housing Redevelopment Loan Program.

> **PENALTY FOR FALSE OR FRADULENT STATEMENT: U.S.C. Title 18, Sec. 1001, provides: "Whoever, in any matter within the jurisdiction of any Department or Agency of the United States, knowingly and willfully falsifies…or makes any false, fictitious or fraudulent statements of representation, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statements or entry, shall be fined not more than $10,000 or imprisoned not more than five (5) years or both.**

I/WE CERTIFY AND ACKNOWLEDGE THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY/OUR KNOWLEDGE.

_____   _____
DEVELOPER   **DEVELOPER**

_____   _____
Print Name   **Print Name**

AFFORDABLE HOUSING REDEVELOPMENT LOAN PROGRAM

STATE OF FLORIDA
COUNTY OF PINELLAS

      The foregoing application is acknowledged before me this _____ day of _____ _____, 2019, by _____, who is/are personally known to me, or who has/have produced _____ as identification and who did (did not) take an oath.

NOTARY SEAL/Commission Expires

                                    Signature of Notary Public

STATE OF FLORIDA
COUNTY OF PINELLAS

      The foregoing application is acknowledged before me this _____ day of _____ _____, 2019, by _____, who is/are personally known to me, or who has/have produced _____ as identification and who did (did not) take an oath.

NOTARY SEAL

                                      Signature of Notary Public

STATE OF INTENT TO ABIDE BY AFFIRMATIVE MARKETING GUIDELINES

I (we) have read the information and understand that the primary purpose of this program is to make available decent, safe and sanitary housing for low- to moderate-income eligible first time home buyers.

When a single family residential unit becomes available, I (we) will make a good-faith effort to attract low- to moderate-income buyers from all racial, ethnic and gender groups. I (we) will not discriminate against or refuse to consider referrals from agencies working with fair housing assistance. I (we) agree to affirmatively market my (our) single family housing unit(s) for at least one year from project completion.

DEVELOPER   **Date**

DEVELOPER   **Date**

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Proposed Southside St. Petersburg Community Redevelopment Area