2020 APPLICATION FOR PRE-DEVELOPMENT FUNDS
CITY OF ALEXANDRIA, OFFICE OF HOUSING

I. **Project Description**
Identify the project type (rental, homeownership, rehabilitation and/or acquisition); number of existing and proposed units; existing and proposed levels and terms of affordability; location; short and long-term goals of the proposed project; existing and target populations; whether the proposed project will involve temporary or permanent relocation; consistency of the project with the underlying small area plan and Housing Master Plan; and status of site control, land use and zoning.

II. **Predevelopment Funds Use/Budget**
Describe the proposed use of the city predevelopment loan funds and other secured sources of predevelopment funding, including in-kind resources.

III. **Project Budget**
Describe the proposed permanent financing for the project, including other funding sources to be used and any in-kind or partner contributions.

IV. **Project Schedule**
Indicate the proposed schedule for completion of the project, including delivery of affordable units.

V. **Organizational Structure and Capacity**
Describe your organization and provide a brief summary of your experience working in the City of Alexandria and/or on similar projects.

VI. **Attachments**
a) IRS determination letter granting the organization 501(c)(3) non-profit status, if applicable
b) Employer Identification Number or Tax Identification Number
c) Articles of Incorporation and bylaws
d) State Corporation Commission Certificate of Good Standing
e) CHDO certification, if applicable
f) Applicant's audited financial statements for the past year
g) Current balance sheet/statement of financial position
h) Applicant's prior year federal tax returns/990s

Please note that additional information may be requested.

Please submit information electronically to:

City of Alexandria, Office of Housing
Eric Keeler, Deputy Director
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703-746-3085