

Acquisition & Conversion to Affordable Housing (ACAH) Program

Application Form

Section 1: Project Summary

Project Name: \_\_\_\_\_

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

Zip Code: \_\_\_\_\_ City Council District: \_\_\_\_\_

Census Tract: \_\_\_\_\_ Parcel No.: \_\_\_\_\_

Type of Project:  Acquisition Only or  Acquisition & Rehabilitation

Total Number of Housing Units: \_\_\_\_\_

Total Number of Affordable Units: \_\_\_\_\_

Total Number of Bedrooms: \_\_\_\_\_

Age of Structure: \_\_\_\_\_

Target Population: \_\_\_\_\_

Total Number of Accessible Units:

Mobility Impaired: \_\_\_\_\_ Hearing/Visually Impaired: \_\_\_\_\_

Number of New Special Needs Units: \_\_\_\_\_

Total Number of Special Needs Units: \_\_\_\_\_

Special Needs Population Targeted: \_\_\_\_\_

Number of New Permanent Supportive Housing Units for Homeless Households: \_\_\_\_\_

Total Number of Permanent Supportive Housing Units for Homeless Households: \_\_\_\_\_

Funds Currently Requested: \_\_\_\_\_

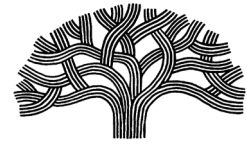
Total Project Costs (Affordable Residential Portion Only): \_\_\_\_\_

Other Expected Sources of Funding (including private bank loans):

- \_\_\_\_\_
 \_\_\_\_\_
 \_\_\_\_\_

Section 2: Applicant Information

- Applicant is current owner and will retain ownership.
 Applicant is the project developer and will be part of the final ownership entity.
 Applicant is the project developer and will not be part of the final ownership entity for the project.



**A. Applicant Contact Information**

Applicant Name: \_\_\_\_\_

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

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Property Management Company: \_\_\_\_\_

Property Management Contact Person: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**B. Legal Status of Applicant**

\_\_\_ General Partnership      \_\_\_ Individual      \_\_\_ Limited Partnership

\_\_\_ Corporation      \_\_\_ Nonprofit Organization

\_\_\_ Joint Venture      \_\_\_ Other (specify)

**C. Status of Organization**

\_\_\_ Currently Exists

\_\_\_ To be formed, estimated date: \_\_\_\_\_

\_\_\_ Federal Tax I.D. Number: \_\_\_\_\_

**D. Name(s) of individuals who will be General Partner(s) or Principal Owner(s)**

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

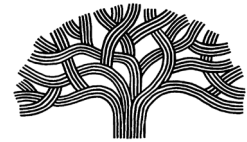
**E. Developer Type:**

- Nonprofit
  - Community Land Trust
  - Cooperative
- For-Profit
- Joint-Venture

**Section 3: Site Control**

If the Applicant is awarded a funding commitment, evidence of site control is required within sixty (60) days of the City-issued commitment letter. Indicate the level of site control currently held by the developer.

Copy of Deed, for Fee Ownership



Purchase agreement: Date of Expiration: \_\_\_\_\_  
Provision for Extension: Yes  No  Cost of Extension: \_\_\_\_\_

Option: Date of Expiration: \_\_\_\_\_  
Provision for Extension: Yes  No  Cost of Extension: \_\_\_\_\_

Enforceable Agreement with the City (e.g. Exclusive Negotiating Agreement, Lease Disposition and Development Agreement, and Disposition & Development Agreement)  
Date of Expiration: \_\_\_\_\_  
Provision for Extension: Yes  No  Cost of Extension: \_\_\_\_\_

Other: \_\_\_\_\_

**Section 4: Project and Site Information**

**A. Current Site Use** (complete as many as apply):

Residential:  Vacant \_\_\_\_ Number of Units  Occupied \_\_\_\_ Number of Units

If vacant, describe future affordability mix:

\_\_\_\_ Percent of units at 25% AMI \_\_\_\_ Percent of units at 50% AMI

\_\_\_\_ Percent of units at 60% AMI \_\_\_\_ Percent of units at 80% AMI

Rental  Ownership  Rent to Own  Other \_\_\_\_\_

Accessory Dwelling Unit? Describe \_\_\_\_\_

Commercial:  Vacant  Occupied \_\_\_\_ # of Buildings \_\_\_\_ Sq. Ft.

If occupied, briefly describe uses: \_\_\_\_\_

Industrial:  Vacant  Occupied \_\_\_\_ # of Buildings \_\_\_\_ Sq. Ft.

If occupied, briefly describe uses: \_\_\_\_\_

Parking Lot :  In Use  Not in Use \_\_\_\_ # of Parking Spaces

**B. Proposed Project Information**

1) Number of Residential Structures in planned project \_\_\_\_\_

2) Proposed Buildings are on a contiguous site:  Yes  No

3) Number of Community Structures, if separate: \_\_\_\_\_

4) In a floodplain  Yes  No Map used: \_\_\_\_\_

a. If yes, type of floodplain (# of years): \_\_\_\_\_

5) Total units per acre: \_\_\_\_\_

6) Total square footage of lot: \_\_\_\_\_

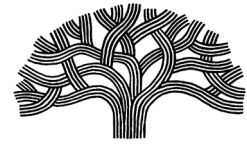
7) Total square footage of all project structures: \_\_\_\_\_

8) Total gross residential square footage: \_\_\_\_\_

9) Total square footage of all residential units: \_\_\_\_\_

10) Total gross commercial square footage: \_\_\_\_\_

# City of Oakland



- 11) Total net leasable commercial square footage: \_\_\_\_\_
- 12) Total parking structure square footage: \_\_\_\_\_
- 13) Total number of parking spaces: \_\_\_\_\_
  - a. Open parking spaces: \_\_\_\_\_
  - b. Covered parking spaces: \_\_\_\_\_
  - c. Structured parking spaces: \_\_\_\_\_
  - d. Other parking spaces and type: \_\_\_\_\_