

**CITY OF OAKLAND/CITY OF OAKLAND REDEVELOPMENT AGENCY**

**HOUSING PREDEVELOPMENT LOAN AND GRANT PROGRAM/  
CENTRAL DISTRICT AFFORDABLE HOUSING PREDEVELOPMENT  
LOAN PROGRAM APPLICATION**

City-wide       Central District

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

Amount of Loan Requested: \_\_\_\_\_

**1. APPLICANT INFORMATION**

Organization

\_\_\_\_\_

Address

\_\_\_\_\_

\_\_\_\_\_

Contact Person:

\_\_\_\_\_

Telephone:            (    ) \_\_\_\_\_

**2. APPLICANT BACKGROUND AND EXPERIENCE**

Organizational Background

Type of Organization:

\_\_\_\_\_

(non-profit, limited partnership)

Date of Incorporation:

\_\_\_\_\_

Source of Administrative  
Funds:

\_\_\_\_\_

Amount of Administrative  
Funds (current fiscal  
year):

Area Served (cities/  
counties):

**Please attach Articles of Incorporation, By-laws, tax-exempt [501(c)3] determination from the I.R.S., list of board members, corporate borrowing resolution, and financial statements.**

Housing Experience

Project Name	Address	# of Units	Year Completed

List any loans or grants received from the City of Oakland or Oakland Redevelopment Agency (amount, purpose, due date):

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(if more room is needed, attach sheet to this page)

3. **PROPOSED DEVELOPMENT**

Project Name:

\_\_\_\_\_

Type of Development: (check one in each section)

**Ownership Type:**

Homeownership \_\_\_\_\_  
Cooperative \_\_\_\_\_  
Rental \_\_\_\_\_

**Type of Structure:**

Single family conventional \_\_\_\_\_  
(includes duplexes)  
Manufactured/Modular units \_\_\_\_\_  
(includes mobile homes)  
Multi-Family \_\_\_\_\_  
(includes condos/apts)  
Residential Hotel/SRO \_\_\_\_\_

**Target Population:**

Elderly \_\_\_\_\_  
Disabled \_\_\_\_\_  
Family \_\_\_\_\_  
Other (specify): \_\_\_\_\_

**Type of Construction:**

New Construction \_\_\_\_\_  
Rehabilitation \_\_\_\_\_  
Conversion \_\_\_\_\_

Proposed Housing:

Number of stories \_\_\_\_ Elevator? Yes \_\_\_ No

Number of units by bedroom size and square footage:

\_\_\_\_ SRO at \_\_\_\_ SF each  
\_\_\_\_ 0 BR at \_\_\_\_ SF each      \_\_\_\_ 3 BR at \_\_\_\_ SF each  
\_\_\_\_ 1 BR at \_\_\_\_ SF each      \_\_\_\_ 4 BR at \_\_\_\_ SF each  
\_\_\_\_ 2 BR at \_\_\_\_ SF each      \_\_\_\_ BR at \_\_\_\_ SF each

Total Units

Other Special Features and Amenities:

4. **SITE INFORMATION**

If development includes more than one site, please complete this section for each site.

Location:

Street Address  
(include Zip Code):

Assessor's Block &  
Lot No.: \_\_\_\_\_

**Please Attach Location and Parcel Maps**

Site Control:

Does applicant own site?

If not, does applicant have site under option  
or purchase contract?

When does option or  
purchase contract expire? \_\_\_\_\_

Purchase price of site?        \$

**Please attach option or purchase agreement and  
preliminary title report, if available.**

Planning Information:

Lot size \_\_\_\_\_

Present zoning \_\_\_\_\_

Are any zoning changes,  
use permits or variances required? \_\_\_\_\_

If yes, please give  
details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is the schedule for required changes?

\_\_\_\_\_

\_\_\_\_\_

Special Topographical Problems:

\_\_\_\_\_

\_\_\_\_\_

Are on and/or off site improvements needed? If yes, give details.

\_\_\_\_\_

\_\_\_\_\_

5. **ANTICIPATED SOURCES OF PROJECT FINANCING (Construction and Permanent):**

Name of Lender/Source \_\_\_\_\_

Contact Person \_\_\_\_\_

Expected Date of Application \_\_\_\_\_ Amount \$

Name of Lender/Source \_\_\_\_\_

Contact Person \_\_\_\_\_

Expected Date of Application \_\_\_\_\_ Amount \$

Name of Lender/Source \_\_\_\_\_

Contact Person \_\_\_\_\_

Expected Date of Application \_\_\_\_\_ Amount \$

Name of Lender/Source \_\_\_\_\_

Contact Person \_\_\_\_\_

Expected Date of Application \_\_\_\_\_ Amount \$

Name of Lender/Source \_\_\_\_\_

Contact Person \_\_\_\_\_

Expected Date of Application \_\_\_\_\_ Amount \$

Name of Lender/Source \_\_\_\_\_

Contact Person \_\_\_\_\_

Expected Date of Application \_\_\_\_\_ Amount \$

Source of Construction Financing (if different):

Current Status \_\_\_\_\_

Development timetable:

Please indicate key steps and dates, such as preparation of consultant studies, submission of permanent financing application, zoning changes, start of construction, receipt of take-out financing, estimated repayment date, etc. **Attach separate page.**

**Attach (1) preliminary Development Budget which estimates total Project cost, and (2) Predevelopment Budget showing sources and detailed (line item) uses of both City loan funds and matching funds.**

Loan and Matching Funds:

Amount of Predevelopment Loan:

Amount of Matching Funds: \_\_\_\_\_

Source of Match:

Attach evidence of commitment of matching funds.

**BORROWER'S CERTIFICATION**

Applicant hereby certifies that it has read and understands the regulations governing the Predevelopment Loan Program, that it agrees to abide by such regulations, and that violation of these regulations shall constitute grounds for cancellation of any commitment or loan. Applicant hereby certifies that the information submitted in the Loan Application and any supporting materials is true, accurate, and complete to the best of its knowledge. Applicant acknowledges and understands that if facts and/or information herein are found to be misrepresented, it shall constitute grounds for the default of the Predevelopment Loan for which application is being made.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# PREDEVELOPMENT LOAN APPLICATION MATERIALS CHECKLIST

APPLICANT: \_\_\_\_\_

PROJECT: \_\_\_\_\_

	ITEM	Included	Not Applicable	For Staff Use Only	
				Missing/ Inadequate	Waived
1	Cover Letter				
2	Materials Checklist				
3	Loan Application Form				
4	Copy of Articles of Incorporation and Bylaws				
5	501(c)3 Determination Letter				
6	Names, Background and Experience of Applicant's Board of Directors				
7	Authorizing Resolution				
8	Evidence of Insurance				
9	Financial Statements				
10	Location Map				
11	Site Plan				
12	Preliminary Title Report				
13	Evidence of Site Control				
14	Development Timetable				
15	Total Development Budget and Description of Identified Funding Sources				
16	Predevelopment Budget (Sources and Uses)				
17	Evidence of Community Support or Outreach for Proposed Project				