
Rental Construction Program Application



**CITY OF GAINESVILLE
RENTAL CONSTRUCTION PROGRAM
306 NE 6th AVENUE, BLDG. B, SUITE 245
POST OFFICE BOX 490 Station 22
GAINESVILLE, FL 32602
(352) 334-5026**

APPLICATION

Case Number
(Provided by the City of Gainesville)

Agency's Name

Date

Agency's Federal Tax ID Number

Agency's Telephone Number

Agency Address:

Agency Telephone

Agency Fax Number

RENTAL PROJECT DATA

1) Address of Project Location: _____

2) Legal Description of Property: _____

3) Total Rental Units **BEFORE** Rehabilitation/Construction

(complete all that apply):

1BR ____ 2BR ____ 3BR ____ 4 BR ____ 5 BR ____

#Vacant ____ #Occupied ____ Vacant Land ____

4) Total Rental Units **AFTER** Rehabilitation/Construction:

1BR ____ 2BR ____ 3BR ____ 4 BR ____ 5 BR ____

5) Occupied Units **AFTER** Rehabilitation:

1BR ____ 2BR ____ 3BR ____ 4 BR ____ 5 BR ____

6) If Existing Units, Estimated Year Rental Units Originally Built: _____

7) Is Property used for other than rental housing purposes? Yes No

If yes, describe other uses: _____

8) Total amount of City funds requested: _____

Contact Person: _____ Telephone: _____

I certify to the best of my knowledge and belief that the above information is true and correct. I understand that the information supplied will be used by the City of Gainesville to determine my eligibility and suitability for Rental Rehabilitation Program assistance. I authorize City staff to undertake the necessary actions to verify the information supplied. I give permission for City staff to contact and receive otherwise confidential information from my agents, financial institutions or other organizations.

I(WE) ALSO AUTHORIZE THE CITY OF GAINESVILLE TO OBTAIN MY CREDIT HISTORY FROM THE CREDIT BUREAU.

Signature of Applicant

Date

U.S.C. TITLE 18 SEC. 1001 PROVIDES THAT: "Whoever in any manner within the jurisdiction of any agency of the United States knowingly and willingly falsifies...or makes false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry shall be fined not more than \$10,000 or imprisoned not more than five (5) years.

The City of Gainesville Reserves the Right to Reject Any and All Applications.

Attachments: *Mandatory Items for Application Review*

- A. Detailed narrative of proposed project.
- B. Copy of Agency's most recent audit.
- C. Development costs plan.
- D. Copies of commitment and support letters from financial institutions and partnering organizations.
- E. Market Study or Neighborhood Needs Assessment Report.
- F. Site Plan.
- G. Preliminary drawings of new construction house plans.
- H. Project Timeline.
- I. Affirmative Marketing Plan.
- J. List of paid staff (full and/or part time) that will have responsibility for the proposed project (include job titles and summary of project duties).
- K. List of Project Contractor(s) (including Partnering Organizations, General Contractor, Architect, Rental Management Entity, Real Estate Brokerage Firm, and Attorney).
- L. Documentation to support property ownership or site control. (i.e. Warranty Deed, Trust Deed or Letter of Intent to Acquire property).
- M. Appraisal Report and/or Alachua County Property Assessor's report for each identified property.
- N. Alachua County Tax Collector's receipt for taxes paid on proposed projects.
- O. Map of proposed development area.

Reviewed by HCD Staff

Date

Approved by HCD Staff

Date

COMMENTS:

