



Apple Affordable Housing Fund RFP Submission Preview

For reference only. Please submit your proposal online at <https://housingtrustsv.org/applefundrfp/>.

The following is a preview of the online form that you must complete to apply for the Apple Affordable Housing Fund RFP. **Only online submissions will be considered.** Please visit <https://housingtrustsv.org/applefundrfp/> to submit your proposal. You may start an application and then save it to complete at a later time. The submission due date is April 9, 2020, 11:59 pm, pacific time.

More information can be found on the Apple Affordable Housing Fund webpage: <https://housingtrustsv.org/programs/developer-funding/applefund/>

The RFP, with complete details of the opportunity, can be [downloaded here](#).

Email questions to applefund@housingtrustsv.org.

You can submit questions through April 3, 2020, 11:59 pm pacific time. We will post regular updates to an FAQ document, which will be accessible through the webpage.

Contact information

Contact Person Name*

Email*

Contact Person Title*

Phone*

Contact Organization*

Address*

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Threshold: Sponsor/Borrower Information

Borrower Organization (Borrowing Entity)*

(short answer)

Borrower Entity Type*

Non-profit For-profit Single Purpose Entity

Borrower Mission Statement*

(long answer; no character limit)

Is the Sponsor different than the Borrower?*

Yes No

Sponsor Organization (short answer)

Sponsor Entity Type Non-profit For-profit

Sponsor Mission Statement

(long answer; 500 character maximum)

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Threshold: Sponsor/Borrower Track Record

of years developing and operating affordable housing projects in California*
(short answer)

Expected Developer Fees for 2020*
(short answer)

of complete projects completed in last 5 years*
(short answer)

Expected Developer Fees for 2021*
(short answer)

of completed projects similar to the one proposed*
(short answer)

Expected Developer Fees for 2022*
(short answer)

Threshold: Sponsor/Borrower Capacity

Please list project management staff (name and title) dedicated to this project*
(long answer; no character limit)

Please describe your staffing plan for this project, including a description of the staffs' workload outside of this project.*
(long answer; 1000 character maximum)

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Threshold: Project Information

Project Nickname (to help us refer to your application)*

(short answer; 50 character limit)

Project Address*

Project County*

How many years have you worked on this project?*

(short answer)

Please describe the evolution of this project since it began*

(long answer; 1500 character maximum)

What was the original financing plan? *

(long answer; 1500 character maximum)

What is the current financing plan? *

(long answer; 1500 character maximum)

How will an Apple Affordable Housing Fund loan accelerate the timeline of this project? *

(long answer; 1500 character maximum)

Specific population served, if any (e.g. family, seniors, emancipated youth, homeless, supportive, etc.)*

(short answer)

Affordability Restrictions: Does your project commit to rental restrictions of at least 20 years from project completion for all proposed affordable units with affordable units making up at least 75% of the total project units?*

Yes No

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Threshold: Project Milestones

Please share either the completed or expected dates for the following (as applicable):

Phase I (most recent)	Construction start date
Appraisal (most recent)	Construction end date
TCAC approval	Certificate of Occupancy
Entitlements Approved	Move in Date
Apple Affordable Housing Fund loan closing	

Selection Preferences: Transit Oriented

Proximity to public transportation*

- a) The project site is within 1/3 mile of a bus rapid transit station, light rail station, commuter rail station, ferry terminal, bus station, or public bus stop with service at least every 30 minutes during the hours of 7-9 a.m. and 4-6 p.m. Monday through Friday (or at least two departures during each peak period for the commuter rail station or ferry terminal).
- b) The project site is within 1/2 mile of a bus rapid transit station, light rail station, commuter rail station, ferry terminal, bus station, or public bus stop with service at least every 30 minutes during the hours of 7-9 a.m. and 4-6 p.m. Monday through Friday (or at least two departures during each peak period for the commuter rail station or ferry terminal).
- c) The project site is within 1/3 mile of a bus rapid transit station, light rail station, commuter rail station, ferry terminal, bus station, or public bus stop.
- d) The project site is within 1/2 mile of a bus rapid transit station, light rail station, commuter rail station, ferry terminal, bus station, or public bus stop.

Please share anything else you would like us to know about the transit oriented nature of your project

(long answer; 1000 character maximum)

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Selection Preferences: Advanced Readiness

If applicable, please share how you plan to be under construction by March 1, 2021.

(long answer; 1000 character limit)

Selection Preferences: Cost per unit and square foot

TDC: \$ Per Unit*

Total Residential (for projects with mixed uses): \$ Per Unit*

TDC: \$ Per SF*

Total Residential (for projects with mixed uses): \$ Per SF*

Please share about how you arrived at the numbers above.

(long answer; 1000 character maximum)

Selection Preferences: Apple Affordable Housing Fund loan per unit and square foot

TDC: \$ Per Unit
(Apple Affordable Housing Fund Loan)*

Total Residential Development Cost: \$ Per Unit
(Apple Affordable Housing Fund Loan)*

TDC: \$ Per SF
(Apple Affordable Housing Fund Loan)*

Total Residential Development Cost: \$ Per SF
(Apple Affordable Housing Fund Loan)*

Please share about how you arrived at the numbers above.

(long answer; 1000 character maximum)

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Selection Preferences: Sustainable Building Methods

What sustainable building methods are you employing, if any? (check all that apply)*

Building materials Energy efficiency Water efficiency None Other:

Please describe any features related to sustainability.

(long answer; 1500 character limit)

Selection Preferences: Construction Innovation

Does your project employ any innovative construction methods (e.g. modular or prefab)?*

Yes No

Please describe any such innovations, including but not limited to modular and prefab construction.

(long answer; 1500 character limit)

Selection Preferences: Unique partnerships to support residents and the community

Does your project employ unique partnerships to provide services or other benefits to nurture residents and the community?*

Yes No

Describe these unique partnerships, including any collaboration commitment for this project and your history of working together. Please also share about your partners' impact on residents and the community.

(long answer; 1500 character limit)

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Selection Preference: Mix of Affordability

# of Units: ELI*	% of total units: ELI*
# of Units: VLI *	% of total units: VLI *
# of Units: LI*	% of total units: LI*
# of Units: Moderate*	% of total units: Moderate*
# of Units: Market Rate*	% of total units: Market Rate*

Describe the rationale for this mix of affordability. Any market rate units need to be discussed in this narrative. *

(long answer; 1500 character limit)

Selection Preferences: Net new creation of units

Which of the below describes your project?*

- a) New construction
- b) New construction and preservation of existing naturally occurring units or adaptive reuse
- c) New construction and preservation of existing affordable units (including units at the end of LIHTC compliance period or other restriction period/expiring use)
- d) Acquisition of naturally occurring affordable housing or adaptive reuse that will become restricted affordable units
- e) Acquisition and rehab of naturally occurring affordable housing or adaptive reuse that will become restricted affordable units

Selection Preferences: Maximizing Development

Total number of units*

Total number of new affordable units*

Density: # of affordable units per acre*

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Selection Preferences: Anti-Displacement

Does your project employ anti-displacement strategies?*

Yes No

Describe how this project will incorporate or contribute to anti-displacement strategies and how community engagement has factored in to this strategy.

(long answer; 1500 character limit)

Selection Preferences: Efficient use of Apple Fund Resources

Use this space if there is anything that you would like to share about the term (# of years) of the loan that you are requesting.

(long answer; 1000 character maximum)

Requested Loan Terms

Loan Type*	Max 20 years
Loan Amount*	LTV (%)*
Amortization*	Security*
Term*	

Please provide a narrative of the requested loan terms you are requesting for the Apple Affordable Housing Fund loan.*

(long answer; 1500 character maximum)

Please describe your repayment strategy for the Apple Affordable Housing Fund Loan.*

(long answer; 1500 character maximum)

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Additional Information

Please share anything else you would like to tell us about your project.

(long answer; 1500 character limit)

Borrower Organizational Documents to upload

For joint-venture development partners, an executed memorandum of understanding between joint-venture development partners. (file upload; Please upload as one combined document.)

Latest quarterly internal financial statement, including balance sheet and income statement & 3 years developer fee projections (file upload; Please upload as one combined document.)

Three most recent years of Financials (file upload; Please upload as one combined document.)

Current Organizational budget and two-year budget forecast, broken down by quarter (file upload; Please upload as one combined document.)

Please use this field to share any information that you'd like us to know regarding Borrower Organizational Documents (e.g. why something may be missing).

(long answer; no character limit)

Sponsor Organizational Documents to upload

For joint-venture development partners, an executed memorandum of understanding between joint-venture development partners. (file upload; Please upload as one combined document.)

Three most recent years of Financials (file upload; Please upload as one combined document.)

For reference only. Please submit your proposal online at <https://housingtrustsv.org/applefundrfp/>.

Latest quarterly internal financial statement, including balance sheet and income statement & 3 years developer fee projections (file upload; Please upload as one combined document.)

List of key staff and Board members including names, experience, and tenure of Board of Directors, and key staff resumes* (File Upload: Please upload as a single pdf)

Current Organizational budget and two-year budget forecast, broken down by quarter (file upload; Please upload as one combined document.)

Please use this field to share any information that you'd like us to know regarding Sponsor Organizational Documents (e.g. why something may be missing). (long answer; no character limit)

Project Document Uploads

Please list items that are not available for upload and provide very brief answers as to why they are not available.

(long answer; no character limit)

Please upload one document for each of the following, as available:

Development Sources & Uses

20 year operating pro-forma

Commitment letters from all other funding – construction and permanent sources

Preliminary Title Report, less than 60 days old

Phase I and Phase II (if necessary), most recent versions

Soils, Geotechnical Reports

Noise, traffic and other studies

Construction Cost Estimates
Approved Plans (floor plans, elevations, and/or plans and specs)

Zoning and entitlement approvals

Type of construction

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Construction Budget (if project includes construction or rehab)
Evidence of site control

Appraisal, issued within the last 12 months

Operating contracts and/or commitments for the project

Documents for outstanding loans and other commitments

Service Plan

3rd Party Contacts: Please download the linked spreadsheet and then upload below:
<https://housingtrustsiliconvalle.box.com/v/ThirdPartyContacts>

(file download, file upload)

Unit Affordability Mix: Please download the spreadsheet through the following link, and then upload below:
<https://housingtrustsiliconvalle.box.com/v/UnitAffordabilityMix>*

(file download, file upload)

Housing Trust reserves the right to request additional information from the Sponsor/Borrower during the review period. Please note, Housing Trust may ask that the appraisal be reissued to Housing Trust. Any requests will be sent to the primary contact person listed for the application and will have a deadline for response.

Final Information

*

By checking here, I certify that the information provided on this form is true and accurate to the best of my knowledge. I understand that the information on this form is subject to verification. Penalties for falsifying information may include immediate repayment of all funds received and/or prosecution under the law.