

Nebraska Investment Finance Authority
Application for Housing Study Grant
(revised April 2015)

Date of Application: _____

1. APPLICANT INFORMATION

Applicant Name: _____

Mailing Address: _____

City, State, Zip: _____

Person to Contact about this Application: _____

Phone: _____ Fax: _____ Email: _____

2. APPLICANT CLASSIFICATION (check one)

Nonprofit (501(c)(3) entity Local Housing Authority

Local or Regional planning commission

For-profit entity (e.g., limited partnership, general partnership, corporation, proprietorship, other business organization that has housing or economic development as part of its mission / business). **Please specify type of entity:** _____

3. INFORMATION ON PROPOSED STUDY

Specific Geographic Area to be included in Study:

Area included in Study: (check one)

Neighborhood

Region

Village / Town / City

County

4. SCOPE OF STUDY

Housing Study (New)

Housing Study as a component of a Comprehensive Plan (New)

Housing Study (Update)

Housing Study as a component of a Comprehensive Plan (Update)

5. AMOUNT OF GRANT REQUEST AND COMPLETION DATE

Amount of Grant request (\$60,000 maximum): \$ _____
(Not to exceed 50% of total cost of proposed Housing Study if a stand-alone Housing Study or 30% of total cost of proposed Housing Study if Study is a component of a Comprehensive Plan.)

Amount of cash matching funds: \$ _____
(At least 50% of cost of stand-alone Housing Study or 70% of a Housing Study which is a component of a Comprehensive Plan.)

Anticipated date of completion of Study: _____
(Must be completed in 18 months.)

6. ATTACH A WORD DOCUMENT AND ADDRESS THE FOLLOWING

- a) Describe how the NIFA Housing Study Grant will be used in connection with the proposed study.
- b) Describe the nature and extent of the proposed study, including a detailed timeline for the implementation of the study.
- c) Describe the relevant characteristics of the target populations in the geographic area to be included in the study. Describe how these populations will be engaged by the Applicant in a public planning process as part of the study.
- d) Describe how the study will identify and address needs that are not being met by existing programs or facilities in the geographic area included in the study.
- e) Describe how the study will be coordinated with other programs / organizations / governmental entities and evidence that the study will be consistent with other plans and activities in the geographic area to be included in the study.
- f) List all professionals providing services in connection with conducting the study, together with applicable contact information. If not yet selected, describe the consultant selection process (attach available proposals).

7. ADDITIONAL DOCUMENTATION TO SUBMIT WITH PPLICATION

- a) Written evidence of one or more commitments for matching funds (cash) in an amount at least equal to the following:
 - 50% matching cash funds for stand-alone Housing Study OR
 - 70% matching cash funds for a Housing Study included as a component of a Comprehensive Plan.
- b) Three letters of support, addressed to NIFA, indicating express support of the Applicant’s Application for the study, including at least one letter of support from the local governing jurisdiction.

- c) Evidence of experience of the Applicant's work in community and/or housing development. Include a professional resume of any third party service providers.
- d) A copy of the Applicant's most recent annual financial report (if applicable).
- e) A list of the Applicant's Board of Directors or the principals of the applicant.
- f) A detailed timeline and budget for costs and expenses related to the study.

8. ITEM CHECKLIST

Have you completed and attached the following items?

- Completed ALL Forms
- Completely Responded to Application Questions
- Written Evidence of Need
- 3 Letters of Support from the Community
- Track Record of Community Development
- Financial Report (if applicable)
- Board of Directors/List of Principals of Applicant
- Detailed Timeline (projected)
- Detailed Budget

SCORING REVIEW

NIFA will review Applications using the following scoring criteria:

1. Matching Cash Requirement
 - 50% - 10 Points
 - >50% 20 Points
 - 70% - 10 Points (Comp Plan)
 - >70% - 20 Points (Comp Plan)
2. Evidence of Public Planning Process
 - Up to 20 Points
3. Evidence of Need
 - Up to 20 Points
4. Community Coordination
 - Up to 20 Points
5. Letters of Support
 - Up to 10 Points
6. Previous Experience of Applicant
 - Up to 10 Points
7. Incorporation of Place-Based Development Elements
 - Up to 10 Points

INSTRUCTIONS AND CERTIFICATION:

The undersigned Applicant hereby makes application to the Nebraska Investment Finance Authority for a Housing Study Grant in the amount set forth above.

To be considered for a Housing Study Grant, one copy of the Application (hard copy or e-mail in .pdf file) must be submitted at the address and to the person indicated below no later than 5:00 p.m. on the published due date set forth on NIFA's website (www.nifa.org). The Application package must have all original signatures. The Application must be filled out completely with all questions answered and spaces completed (Sections #1-8) and all required exhibits labeled and attached.

Applications should be submitted to:

Nebraska Investment Finance Authority
200 Commerce Court
1230 O Street
Lincoln, NE 68508

OR submitted electronically to:

Elizabeth.fimbres@nifa.org

The undersigned hereby certifies that the information set forth in this Application and in any exhibits in support thereof, is true, correct and complete. The undersigned understands that any misrepresentation may result in the cancellation of any resources allocated or reserved. The undersigned also agrees that NIFA may request additional information to evaluate this Application.

Applicant Signature

Title _____

Date