



EL DORADO COUNTY PLANNING & BUILDING DEPARTMENT

2850 Fairlane Court, Placerville, CA 95667
Phone (530) 621-5355, Fax (530) 642-0508

Affordable Housing County Participation Request Form

To facilitate the construction of affordable housing, it is often necessary for affordable housing developers to request County participation to obtain grants or loans through HUD, HCD or other sources. The County may also provide direct financial support through fee waivers or reductions or other County programs and incentives. The production of affordable housing is a priority of El Dorado County; however, resources are limited. Therefore, it is necessary to objectively evaluate requests from affordable housing developers to determine allocation of financial and/or staff resources. Criteria may be used to evaluate competing projects when the County can partner with only one entity for purposes of applying for grants or loans but can also be used to review any request and evaluate factors such as County risk, demonstrated success by the developer, amount of County resources needed and how the project will help achieve the County's affordable housing goals.

When returning this form, please include the following:

- ✓ **Project budget**
- ✓ **Draft resolution**
- ✓ **Development/LLC agreement**

Project Information

Description: Participation Request - Grant/Award/Funding Type	
Application Deadline	
Project Name	
Address or APN	
Primary Developer/Applicant Legal Name	
Contact Name	
EIN/TIN	
Contact Email and Phone	
List All Other Entities with Financial Obligation in this Project	
Committed Capital Sources	
Total Number of Units	
Level of Affordability	Number of Proposed Units
Extremely Low Income (30% AMI)	
Very Low Income (50% AMI)	
Low Income (80% AMI)	

Moderate (120% AMI)		
40%-60% AMI		
Qualifies towards County's RHNA obligations?	YES	NO
Age Restricted?	YES	NO
Current level of readiness/stages completed		
Property Due Diligence completed?	YES	NO
Land in contract? Owned? Donated?		
Entitlements completed and in effect (not expired)?	YES	NO
CEQA exempt? Environmental Still Needed? Completed?		
Pro forma completed?	YES	NO
Other information demonstrating project readiness:		

Experience

Development of affordable housing or mixed-income housing projects of at least 25 units in the past 10 years		
Completed at least 1 project?	YES	NO
Completed 3 or more projects?	YES	NO
Completed project(s) in the region?	YES	NO
Completed project(s) in El Dorado County?	YES	NO
Demonstrated ability to operate and maintain completed real estate projects, including sustaining occupancy and maintaining site operations and character		
Project Name	Location	Years in Operation
Demonstrated willingness to work cooperatively with the community in the design and development of projects, as well as the long-term management of projects		
Provide Example:		
Designation as a Community Housing Development Organization (CHDO) through HUD?		
	YES	NO
If applicant has current projects in El Dorado County, are reports and inspections current?		
	YES	NO

Financial

Estimated Project Costs	
Land Acquisition	
Construction & other hard costs	

Architecture/engineering, permits and fees, construction loan interest & other soft costs			
Developer overhead and fees			
Capitalized reserves			
Other:			
All Funding Sources (i.e., tax credits, state or federal grants or loans, conventional debt)	Amount	Award Date (or estimated)	Use of Funds (i.e., site acquisition, construction costs)

Demonstrated ability to successfully finance affordable housing or mixed-income housing developments in the past 10 years			
Financed at least 1 project?	YES	NO	
Financed 3 or more projects?	YES	NO	
Financed project(s) in the region?	YES	NO	
Financed project(s) in El Dorado County?	YES	NO	
Demonstrated ability to attract leverage funds and qualify for other subsidized funding sources			
Low-income housing tax credits and bond financing	YES	NO	
Multi-Family Housing Program/Affordable Housing Program (MHP and AHP)	YES	NO	
Federal funds (HUD, USDA, etc.)	YES	NO	
State funds (HCD, etc.)	YES	NO	
Nonprofit or private sources of funds	YES	NO	
List specific funding programs used in past five years:			
Status of current grants or loans in partnership with El Dorado County			
Project	Loan/Grant Type	Amount	Status

Please attach any documents or additional information supporting your responses (i.e., pro forma, grant award letters, etc.)

For County Staff Use Only

Staff Comments and Evaluation – List potential and current County partnerships, amounts, and applicable dates.	Date:

Developer:

Name/Title

Date

Staff Evaluation completed by:

Name

Date

Name

Date