

MARIN COUNTY HOME PROGRAM PROPOSAL  
2014-15

1. Project Name: Mt. Burdell Place 2. Total Amount Requested \$250,000

3. Project Sponsor: Habitat for Humanity Greater San Francisco E-mail: slaumann@habitatgsf.org

Contact Person and Title: Stacey Laumann Project Manager Website (optional): www.habitatgsf.org

Address: 645 Harrison St. Suite 201 San Francisco, CA 94107

Telephone: (415) 625-1044 Ext. Fax: (415) 625-1815

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all HOME projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

Does the sponsor qualify as a Community Housing Development Organization (CHDO)?  YES  NO  
If you are not sure whether your group qualifies as a CHDO, please refer to "The HOME Program...Federal Funds for Affordable Housing" for a definition, or call Roy Bateman. Marin County needs projects to use our CHDO set-aside!

4. Project Location: (Precise street address). (precise street address, Assessor's Parcel Number, and the year the building was constructed):

Project address: 1112 4<sup>th</sup> Street, Novato, CA 94945  
Assessor's Parcel Number: 141-242-29  
Housing not yet constructed

**5. Project Description:**

The Mt. Burdell Place project will provide 10 newly constructed single-family homes to low income home buyers. The property is located at 1112 4<sup>th</sup> Street in Novato, just two blocks from Grant Avenue, where transportation, shops, local services, parks, and a range of amenities are available. The approximately 30,000 square foot (0.69 acre) site sits vacant in a residential neighborhood of single- and multi-family residences.

Each home will have the living area, a half-bath and attached garage on the lower floor, and 3 bedrooms and two baths on the second floor. Families will have access to a 2,400 square foot common green area.

The project was originally conceived by a private developer in 2006/2007. Habitat for Humanity Greater San Francisco was fortunate to purchase the land and full entitlements in June 2013. The purchased entitlements include a subdivision tentative map, architecture and design review approvals, civil engineering, structural engineering, and landscape plans. The project will be ready to begin construction in early 2014. Building permit applications are under review at the City of Novato as of October 31, 2013.

The homes will be sold to first time homebuyers earning up to 60% of the area median income, pending sufficient financial support. With Habitat's 0% interest, sweat equity model, the mortgages will likely be in the range of \$290,000 to \$320,000, not including \$42,000 in mortgage assistance per home committed by the City of Novato. Energy efficient design and materials will also facilitate low homeowner maintenance costs.



**6. Total Project Cost:** *Include all costs for this particular project, regardless of source. Also attach a pro forma and a sources and uses schedule.*

Acquisition:	\$ 850,000
Project Soft Costs:	\$1,156,986
Project Hard Costs:	\$3,052,034
Developer Administration:	\$ 593,000
<b>Project Total:</b>	<b>\$5,652,020</b>

**7. Project Budget for Use of HOME Program Funds:**

*Budget should include estimate of costs, such as land or building acquisition costs, construction costs, rehabilitation costs, architectural and engineering fees, etc. Be as accurate and comprehensive as possible. WARNING: If your project includes rehabilitation, describe your plans to comply with federal lead paint regulations.*

The requested HOME funds may be used to pay for expensive site work items not yet covered by other funding sources. The specific budget items that Habitat would apply HOME funds to include: paving, surfacing, curbs and gutters, sidewalks and patios. Securing HOME funds to pay for these construction activities would further Habitat's ability to offer the Mt. Burdell Place homes at prices that families earning up to 60% of the Area Median Income are able to afford. The site work noted above will occur in late 2014, and the funds will be used only for expenses which have not yet been incurred.

Paving and surfacing:	\$216,000
Curbs and gutters:	\$ 30,400
Sidewalks and patios:	\$ 5,024
Total HOME funding need:	\$251,424

**8. Other Sources of Funds:**

*How will you meet the HOME Program matching funds requirement? Include amounts, sources, use, commitment, and timing of all public and private funds other than HOME funds. Be sure to list any federal assistance (including tax credits and CDBG), local public agency assistance (such as fees waived), and private assistance (such as the interest saved on below market rate loans). Are the other funds firmly committed?*

Source	Use	Amount	Date You Applied	Are Funds Committed?	Date Funds Were Committed	When Available
CDBG 2013-2014	Site acquisition	\$ 97,431	December, 13 2012	Yes	May 7, 2013	May 7, 2013
City of Novato Affordable Housing Trust Fund	Second Mortgage Assistance	\$ 427,438	2012	Yes	November 13, 2012	Near construction completion 2016
Marin Community Foundation	Site acquisition	\$ 450,000	2012	Yes	April 4, 2013	Drawn 4/2013
SHOP (HUD)	Water fees	\$ 111,600	September 12, 2013	Yes	December 2013	2014
Habitat GSF operating budget	Construction expenses	\$1,066,714	N/A	Yes	July 2013	FY 2013-2014
Marin Workforce Housing Trust	City and Utility fees	\$ 500,000	November 13, 2013	No	N/A	2014
CDBG 2014-2015	Principal write-down assistance	\$ 250,000	December 13, 2013	No	N/A	2016

**9. Project Implementation:** *Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation? How quickly will you be able to spend the requested funding?*

Habitat for Humanity Greater San Francisco will serve as the general contractor, developer, and mortgage lender for the project. Full-time staff from each department is allocating significant time to this program to cover all areas of the project delivery: the **real estate development department** conducted due diligence, secured site control from the seller, coordinated design consultants, finalized site design, and will work to secure required permits from municipal agencies and facilitate procurement of public and private grant funding. Real estate development staff work closely with the **fund development team** to identify and solicit potential funders. Our **construction team** will provide oversight of all construction-related work including finalizing designs in the predevelopment phase, managing the construction schedule, and overseeing all subcontracted and volunteer work. Construction staff works closely with the **volunteer services team** to schedule and utilize volunteer labor efficiently. Our **homeowner development team** will oversee the qualification, approval, and readiness of all homeowners, including a review of their financial status, job history, residency and other qualifications. Our **finance team** will handle intake of all mortgage payments.

Building permit applications were submitted in late October 2013 for review by the City of Novato. Habitat expects to begin construction in the early spring of 2014, and receive certificates of occupancy in spring 2016. We anticipate that paving activities will occur in early 2015.

*Mt. Burdell Development Schedule Overview*

Activity	Start Date	Completion
Purchase offer accepted	9/26/2012	n/a
Close of Escrow	6/13/2013	n/a
Submitted for Final Map and Building Permits	10/31/2013	2/15/2014
Excavation of Land	3/1/2014	3/30/2014 (pending weather)
Infrastructure built	4/15/2014	4/30/2014 (pending weather)
Vertical construction	5/1/2014	6/30/2016
Occupancy by homeowners	7/1/2016	9/1/2016

**10. Equal Opportunity Commitment:** *Discuss your plans for recruiting women- and minority-owned firms to bid on the design and construction of this project, and your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

Construction of Habitat Greater San Francisco's homes utilizes 80% to 90% volunteer labor, and requires that resident families contribute at least 500 hours to the building of their own homes. For the remaining subcontracted work, Habitat will seek three bids on contracts over \$25,000, and will make every effort to circulate the request for proposals to women- and minority-owned firms.

Our construction management staff currently includes four women and one man. Additionally, Habitat GSF's volunteer and AmeriCorps contingent includes people of diverse backgrounds, ages, socio-economic standing, genders and races.

Habitat provides internship opportunities to people entering the carpentry, construction, plumbing, electrical, and HVAC trades. We offer 8 to 12 week internships which provide unique community educational opportunities for interns to build affordable homes in their communities. This internship program helps people who are interested in these trades obtain the skills they need to gain employment or start their own business, and also builds awareness of the necessity of affordable housing and community involvement.

*Which demographic groups are least likely to apply for your housing, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to*

apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

Habitat for Humanity Greater San Francisco (HHGSF) is committed to affirmatively furthering fair housing. HHGSF leverages our advertising, public relations, e-communications, website and social media channels to maximize our reach to qualified potential partner families for each of our developments. Emphasis is placed on recruiting families from diverse backgrounds and ethnic populations through targeted outreach activities and specialized media outlets. Materials are provided in several languages.

The outreach for Mt. Burdell Place in Novato will include targeted mailings to interested applicants on our mailing list and churches, schools, neighborhood associations, and community organizations that serve people with low incomes. Specifically, special marketing outreach consideration shall be given to the following underserved populations, as identified in the AI: Canal Alliance and Church of Saint Raphael (Latino), Marin City Community Development Corporation and Marin City Health and Wellness Center (African American), and Asian-owned businesses. A mailing of 1,000 postcards will also be sent to all renters in and around the area of the proposed development site.

Countywide outreach for the development will be tailored to the ethnic and cultural diversity of the area, and include the following efforts: advertising in local print and online publications, including Sing Tao, El Mensejaro, the Marin Independent Journal, and the Novato Patch, among others. Advertising will also be dispersed across the Marin Transit and Golden Gate Transit fleet of buses, and at local libraries. Emails and mail notifications will be sent to Marin County affordable housing advocates and tenant action groups. HHGSF will also contact civic organizations that represent people with disabilities and the elderly.

*How will your project affirmatively further fair housing?*

With respect to the treatment of applicants, Habitat Greater San Francisco will not discriminate against any individual or family because of race, color, national origin, religion, sex, disability, familial status, or presence of children in a household. Reasonable accommodations shall be offered to all disabled persons who request accommodations due to disability at any time during the application and homeowner selection process. The Equal Housing Opportunity and Equal Access logo and clause will be included in all advertisements, printed materials, applications and our website.

In addition to the targeted marketing and community outreach discussed above, we will continue to conduct Homebuyer Readiness workshops in Marin County in advance of the application process in order to prepare families for a successful application. The most recent workshop series was conducted in November 2013 and another series will be scheduled in Marin in 2014/2015 during the construction period. The workshops include financial literacy and understanding debt programs, and are available to both the prospective Habitat partner families, and the general public. Information on the workshops will be sent to the Marin Housing Authority, local agencies, community organizations and libraries.

**11. Need for the Project:**

**A. Need Group**

*What groups or individuals will benefit from the project? What income level will the project serve? Be specific! Also, describe how you will provide for long-term affordability.*

**HOME Income Limits**

Household Size	50% of Median Income	60% of Median Income	80% of Median Income
1	\$36,950	\$44,340	\$59,100
2	42,200	50,640	67,550
3	47,500	57,000	76,000
4	52,750	63,300	84,400
5	57,000	68,400	91,200
6	61,200	73,440	97,950
	At least 20% of rental units	The remaining rental units	Homeowner units

In building Mt. Burdell Place, Habitat will deliver ten quality single-family homes to the Novato community that will provide affordable homeownership options to working families earning no more than to 60% area median income, pending sufficient financial support. The development is located in a desirable and accessible area, where families have the opportunity to establish themselves as community fixtures. The homeownership nature of the development provides a longer term solution for the families in need of affordable housing in Marin County—an area where only twelve percent of affordable housing is offered in the form of homeownership (2013 Marin County Housing Element).

B. Project Rationale:

*Why is this project needed? Will it assist an especially needy or underserved group?*

The majority of low income homeowners in Marin pay over 30% of their income toward housing, and are considered to be overpaying. Habitat Greater San Francisco seeks to address this problem by providing 10 affordable homes to qualified buyers, who will pay no more than 30% of their income toward their mortgage, insurance, and property tax payments. The finished Mt. Burdell Place development will significantly support these families to achieve financial stability by allowing them to rely on affordable and predictable housing payments and build limited equity in their homes. The Marin County community will benefit through potential improved employee retention and decreased commutes on Highway 101.

Habitat Greater San Francisco has historically built homes for families earning 40%-60% AMI, an income band that is typically confined to rental housing options. Habitat families can confidently invest in their own communities because while their housing costs remain stable through our 0% interest mortgages, they can pursue opportunities to improve their wages, without having to be concerned about pricing-out of their home. Conversely, families living in affordable rental properties do not benefit from such stability in the event that their income increases over time.

Habitat's unique model combines economical construction methods and homeowner involvement, resulting in cost containment and greater community participation. Partner families contribute to the physical construction of their own homes, creating a deep connection with their development, neighbors and the community. The cost effectiveness of Habitat's model allows for much lower purchase price of the homes. CDBG funds are greatly needed to improve Habitat's ability to sell these homes to families at the lowest possible level.

*For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

The homes at Mt. Burdell Place will be built with green features designed to minimize the each home's energy draw, and to lower residents' utility expenses and long term maintenance costs. All units will be GreenPoint Rated through Build It Green and also be Energy Star certified. Each home will exceed Title 24 standards by at least 15% through implementing measures including value engineering, high quality insulation, tank-less water heaters, ceiling fans, and durable construction materials including cement siding. Each home will be fitted with solar panels donated by PG&E and installed by Grid Alternatives. The site's landscaping will include water efficient and non-invasive plants, and many shade trees.

C. Accessibility:

*What steps are you taking to make this project accessible to people with physical and other disabilities?*

Habitat for Humanity will work directly with each partner family during the construction process to make sure all their current or future needs are met. Most Habitat homes are built to universal design standards. However, because this project's design was inherited from a prior developer, homes may require adaptation specific to individual needs. We will make adjustments for reasonable accommodations upon request.

**Habitat for Humanity Greater San Francisco**

General Property Details	
Project Name	Burdell Place
Project Address	1112 Fourth Street
Location	Novato, CA 94945
Construction Type	Single Family PUD
AMI Target	60%
Total Units	10
Total Building SF	18,074
Total Site SF	30,000
Total Site Acreage	0.69
DU/ACRE	14.52

**Mt. Burdell Place - Sources and Uses (December 12, 2013)**

Unit Detail			
	# of Units	Sq Ft/Unit	Total SF
Studio	0	0.00	0
3 BR (A lots 1,10)	2	1,843	3,686
3 BR (A lots 5,6)	2	1,855	3,710
3BR (B lots 2,9)	2	1,483	2,966
3BR (C lots 3,4,7,8)	4	1,928	7,712
<b>Aggregate</b>	<b>10</b>	<b>1,807</b>	<b>18,074</b>
	average sft	1807.4	

**CDBG / HOME 2014-2015 Application**

Schedule	Months	Years
Planning	6	0.50
Construction	24	2.00
Post Purchase	5	0.42
<b>Aggregate</b>	<b>35</b>	<b>2.92</b>

SOURCES	\$ Amount	%	Per SF	Per Unit
<i>Public</i>	427,438	20%	\$24	\$42,744
City of Novato (Housing Trust): Mortgage Assistance	0	0%	\$0	\$0
HCD: CalHome Mortgage Assistance	0	0%	\$0	\$0
HCD: CSHPH	97,431	5%	\$5	\$9,743
HUD: CDBG 2013-2014	111,600	5%	\$6	\$11,160
HUD: SHOP 2013	0	0%	\$0	\$0
FHLB: AHP/WISH	0	0%	\$0	\$0
<i>Other</i>				
Marin Workforce Housing Trust	0	0%	\$0	\$0
Fund for Humanity	0	0%	\$0	\$0
Habitat GSF Operating Budget	1,066,714	50%	\$59	\$106,671
Inclusionary	0	0%	\$0	\$0
Construction Loan	0	0%	\$0	\$0
Corporate Grants	0	0%	\$0	\$0
Community Support	tbd	0%	\$0	\$0
Marin Community Foundation Grant	450,000	21%	\$25	\$45,000
<b>Total Sources</b>	<b>\$2,153,183</b>	<b>100%</b>	<b>\$119</b>	<b>\$215,318</b>
<i>USES</i>				
<i>Soft Costs</i>				
Land Acquisition with Entitlements	850,000	15%	\$47	\$85,000
Soft Costs	1,156,986	20%	\$64	\$115,699
<b>Total Soft Costs</b>	<b>2,006,986</b>			
<i>Hard Costs</i>				
General Project Requirements	808,200	14%	\$45	\$80,820
Sitework	932,634	17%	\$52	\$93,263
Building Construction	1,061,201	19%	\$59	\$106,120
Contingency Reserve	250,000	4%	\$14	\$25,000
Gifts in Kind	tbd	0%	\$0	\$0
Volunteer Labor	0	0%	\$0	\$0
<b>Total Hard Costs</b>	<b>3,052,035</b>			
<b>Total Dev.Admin.</b>	<b>593,000</b>	<b>10%</b>	<b>\$33</b>	<b>\$59,300</b>
<b>Total Uses</b>	<b>\$5,652,021</b>	<b>100%</b>	<b>\$313</b>	<b>\$565,202</b>

Hard Costs		
COST CODE	DESCRIPTION	AMOUNT
01 - 000	GENERAL PROJECT REQUIREMENTS	808,200
02 - 000	SITWORK (Incl. OFFSITE)	932,634
03 - 000	CONCRETE	104,000
04 - 000	MASONRY	1
05 - 000	METALS	15,000
06 - 000	WOOD AND PLASTICS	300,000
07 - 000	THERMAL AND MOISTURE	105,900
08 - 000	DOORS AND WINDOWS	138,900
09 - 000	FINISHES	87,800
10 - 000	SPECIALTIES	16,750
11 - 000	EQUIPMENT	27,500
12 - 000	FURNISHINGS	0
13 - 000	SPECIAL CONSTRUCTION	0
15 - 000	MECHANICAL	185,850
16 - 000	ELECTRICAL	79,500
19 - 000	CONTINGENCY RESERVE	250,000
	<b>Total Hard Costs</b>	<b>3,052,035</b>

December 12, 2013

Federal Grants Division  
Marin County Community Development Agency  
3501 Civic Center Drive, Suite 308  
San Rafael, CA 94903

Dear Mr. Bateman,

Thank you for the opportunity to apply for 2014-2015 federal CDBG and HOME funding through the County of Marin. Habitat for Humanity Greater San Francisco is thrilled to begin building 10 new homes in Novato that will provide affordable homeownership opportunities to low income working families.

The 10 homes will be conveniently located close to Novato's downtown and proximate to local transit. The many green features integrated into the designs will help keep home maintenance costs low for our partner families, and diminish impacts on the environment.

We have secured over \$2 million (38%) in funding commitments for the project to date, and are approximately 86% funded when accounting for future mortgage receivables. We continue to aggressively work to fund the project in its entirety. We respectfully request \$250,000 in CDBG funds to write-down mortgage principal so that we can provide affordable home ownership to first time home buyers earning less than 60% AMI. Further, \$250,000 in HOME program funds would offset the construction expenses anticipated for paving, curbs, gutters and sidewalks.

You are welcome to direct any questions to me at [slaumann@habitatgsf.org](mailto:slaumann@habitatgsf.org), or 415.625.1044.

Our partner families, volunteer community, and corporate partners are ready to take up shovels! We look forward to the opportunity to work with you.

Sincerely,



Stacey Laumann  
Project Manager



### Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Habitat for Humanity Greater San Francisco

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	
Low income people	100% - Served families earning no more than 60% AMI to date.
People above the low income limits	0%

<b>Percentages (%)</b>	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<b><i>Ethnic/Racial Demographics</i></b>						
Asian-American/Pacific Islander	22%			15%	0%	
African-American/Black	11%			3%	10%	
Caucasian/White	8%			69%	80%	
Native American	1%			0%	0%	
Mixed Heritage	N/A			N/A	N/A	
Unknown/other	58%			13%	10%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Latino/Hispanic Origin</i></b>						
Of Latino/ Hispanic Origin	54%			10%	5%	
NOT of Latino/ Hispanic Origin	46%			90%	95%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Age</i></b>						
0-5 years old						
6-17						
18-24						
25-59						
60 +						
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Gender</i></b>						
Female				66%	35%	
Male				34%	65%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Disabled %</i></b>						

<b>Involvement of Clients Your Organization Serves</b>	Percent of Board/Committee Members Who Are Clients
On Governing Board	
On Advisory Committee	



MARIN COUNTY HOME PROGRAM PROPOSAL  
2014-15

H-4

1. Project Name: *Marinwood Plaza Housing* Marinwood Village 2. Total Amount Requested \$ 200,000

3. Project Sponsor: BRIDGE Housing Corporation E-mail: lgrady@bridgehousing.com

Contact Person and Title: Lisa Grady, Senior Project Manager Website (optional):

Address: 345 Spear Street, Suite 700, San Francisco, Ca., 94105

Telephone: 415.321.3534 Ext. Fax:

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

*The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all HOME projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.*

*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

Does the sponsor qualify as a Community Housing Development Organization (CHDO)?  YES  NO

If you are not sure whether your group qualifies as a CHDO, please refer to "The HOME Program...Federal Funds for Affordable Housing" for a definition, or call Roy Bateman. Marin County needs projects to use our CHDO set-aside!

4. Project Location (precise street address, Assessor's Parcel Number, and the year the building was constructed): (If site lacks a street address, attach map showing location.)

121, 155, 175 & 197 Marinwood Avenue, San Rafael, CA  
APN: 164-471-64, 164-471-65, 164-471-69, 164-471-70

5. Project Description: (If the project involves an occupied building, attach a complete list of tenant incomes, household sizes, and rents.)

The Marinwood Village development will create 72 units of affordable housing available to households earning below 60% of the Area Median Income. The County of Marin has taken active steps to encourage the development of affordable housing to address the continued imbalance between the needs of both low income residents, as well as the tremendous number of people employed in low-wage jobs that are commuting into Marin and creating harmful environmental impacts. The County has been actively engaged in fostering the creation of affordable housing at the Marinwood Plaza site.

Previously, the County has committed \$84,224 in HOME funding. Additional HOME funding is a critical component of the financing plan for the development.

The Marinwood Plaza redevelopment accomplishes the important goals of creating in-fill affordable housing, while eliminating neighborhood blight. BRIDGE is committed to creating a strong sense of place for Marinwood Village as a new community center. The development plan that BRIDGE and our design team have created responds directly to the Guiding Principles that were established through a community engagement process spearheaded by the County planning staff in 2005. The overall master plan consists of the full 5 acre site, which will be reconfigured to include three parcels: a northern parcel that will be improved with 3 retail buildings, one of which will be a mixed use building with 10 apartments above; the middle parcel which will be retained by the current property owners; and the southern portion of the site, which will be improved with 72 units of housing in 3 3-story buildings. The funding being requested would be used solely for the purchase of the southern parcel. BRIDGE submitted a planning application to the County which was deemed complete at the end of September. The EIR process will start once the County engages an EIR consultant.

The surrounding neighborhood is primarily single story homes and an elementary and middle school as well as the Marinwood Community Center are located within walking distance of the site. In addition, the location is close to large regional employers including the County of Marin and Kaiser Permanente and regional bus service. The site will be able to compete for 9% federal tax credits.

The proposed project offers a unique opportunity to meet the County of Marin's stated need for more affordable workforce housing while revitalizing a blighted part of an otherwise healthy neighborhood.

## 6. Total Project Cost:

Include all costs for this particular project, regardless of source. Also attach a pro forma and a sources and uses schedule.

Uses of Funds	Total	predevelopment	construction	permanent
Acquisition & Carrying Costs	3,590,286	3,590,286	-	3,590,286
Construction	15,097,069	-	15,097,069	15,097,069
Architect, Engineers, Permits	2,799,566	1,057,300	1,742,266	2,799,566
Indirect Expenses	666,000	246,000	390,000	666,000
Financing	1,055,306	9,000	1,046,306	1,055,306
Other (Taxes, Soft Cost Contingency, Reserves)	618,620	273,771	100,000	618,620
Developer Fee & Syndication Costs	2,181,636	17,500	664,136	2,181,636
Repay BRIDGE advance	-	-	-	-
Repay Construction Loan	16,383,634	-	-	-
<b>Total</b>	<b>42,392,117</b>	<b>5,193,857</b>	<b>19,039,777</b>	<b>26,008,483</b>
<b>Sources of Funds</b>				
MCF	2,000,000	1,293,857	706,143	2,000,000
County of Marin	3,000,000	3,000,000	-	3,000,000
Tax Credit Investor	13,247,208	-	900,000	13,247,208
Construction Lender	16,383,634	-	16,383,634	-
Permanent Lender	5,811,275	-	-	5,811,275
GP Equity	-	-	-	-
Deferred Development Fee	-	-	-	-
County Offsite Funding	450,000	-	450,000	450,000
Tamalpais Foundation	200,000	-	200,000	200,000
CDBG	900,000	900,000	-	900,000
HOME	400,000	-	400,000	400,000
Additional Gap Funds	(0)	-	-	(0)
<b>Total</b>	<b>42,392,117</b>	<b>5,193,857</b>	<b>19,039,777</b>	<b>26,008,483</b>

CDBG Prior Year	531,791	HOME Prior Year	84,224
CDBG 2013 Funding Request	250,000	HOME 2013 Funding Request	200,000
CDBG Future Year Funding Request	118,209	HOME Future Year Funding Request	115,776

**7. Project Budget for Use of HOME Program Funds:**

Budget should include estimate of costs, such as land or building acquisition costs, construction costs, rehabilitation costs, architectural and engineering fees, etc. Be as accurate and comprehensive as possible. **WARNING:** If your project includes rehabilitation, describe your plans to comply with federal lead paint regulations.

We are requesting \$200,000 in HOME funding in the current round. We anticipate using those funds, in addition to prior year and future year requests, as a construction and permanent source of financing for the project. We will utilize the funding for permissible costs under the HOME program.

**8. Other Sources of Funds:**

How will you meet the HOME Program matching funds requirement? Include amounts, sources, use, commitment, and timing of all public and private funds other than HOME funds. Be sure to list any federal assistance (including tax credits and CDBG), local public agency assistance (such as fees waived), and private assistance (such as the interest saved on below market rate loans). Are the other funds firmly committed?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Perm Loan	Perm source	6,910,716		No		Will apply in 2015
Tax credit equity	Perm source	12,247,132		No		Will apply in 2015
County Housing Trust	Construction/Perm	3,000,000		No		currently
MCF	Construction/Perm	2,000,000		No		currently
CDBG	Acquisition/Perm	900,000	2011 and 2012	\$531,791 committed	2012 and 2013	
Home Funds	Construction/Perm	200,000	2011 and 2012	\$84,224 committed	2012 and 2013	
County Off-Site Funds	Construction/Perm	450,000	CDA applied	Yes		
Tamalpais Foundation	Acquisition/Perm	200,000		No		2014 and 2015

**9. Project Implementation:** Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation? How quickly will you be able to spend the requested funding?

BRIDGE will be responsible for implementing this project which will be implemented over the next 3-4 years as we work through the entitlement process (securing environmental approvals & a master plan), and as we further develop the design & seek building department approvals of financing.

**10. Equal Opportunity Commitment:** Discuss your plans for recruiting women- and minority-owned firms to bid on the design and construction of this project, and your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

BRIDGE has worked on a number of developments with Section 3 hiring requirements. While we understand the funding we are requesting through the CDBG program will not trigger Section 3 hiring requirements, we understand that the County wants to see a demonstrated effort to outreach to women and minority-owned firms within the market area and that efforts be made to hire low-income people. BRIDGE and its general contractor will work with the County to identify minority and women-owned firms and will solicit bids from qualifying firms. Because there is no immediate population of low income residents, we will encourage all subcontractors to outreach to job training and apprentice programs serving low income people.

Which demographic groups are least likely to apply for your housing, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

We won't know which demographic groups are least likely to apply until marketing begins. Latinos and African Americans constitute an extremely small demographic group within the immediate area surrounding the site. Affirmative marketing to these groups is likely to be required.

*How will your project affirmatively further fair housing?*

Marketing of the Marinwood project will be managed by BRIDGE's property management company, BRIDGE Property Management Company ("BPMC"). BPMC manages all of BRIDGE's Marin affordable rental communities and is very familiar with all of the social service networks and media outlets in the county. We will coordinate an affirmative marketing campaign for Marinwood using these networks and resources to ensure that there are equal housing opportunities. With respect to treatment of applicants, the process will not discriminate against any individual or family because of race, color, creed, national or ethnic origin or ancestry, religion, sex, sexual preference, gender identity, age, disability, handicap, military status, source of income, marital status or presence of children in a household, AIDS -related conditions, or any other arbitrary basis. When active marketing commences BRIDGE will advertise in both local and regional newspapers as well as multilingual papers. All marketing materials will display the Equal Opportunities Logo. BRIDGE will post signage at the project site shortly before construction is complete with a telephone hot line that will be available in both English and Spanish. These fair housing efforts will be continued throughout the operation of the project by BPMC.

**11. Need for the Project:**

**A. Need Group**

*What groups or individuals will benefit from the project? What income level will the project serve? Be specific! Also, describe how you will provide for long-term affordability.*

The project will serve households earning no more than 60% of Area Median Income (AMI). Units will be targeted to lower income ranges. The precise mix will be determined as the financing plan is developed and has specific targeting requirements that are to be determined. Eligibility will be determined by BRIDGE Property Management Company through the lease-up process and annually thereafter using TCAC standards for income screening. Any special requirements for income screening for CDBG will be integrated into the process.

**HOME Income Limits**

Household Size	50% of Median Income	60% of Median Income	80% of Median Income
1	\$36,950	\$44,340	\$59,100
2	42,200	50,640	67,550
3	47,500	57,000	76,000
4	52,750	63,300	84,400
5	57,000	68,400	91,200
6	61,200	73,440	97,950
	At least 20% of rental units	The remaining rental units	Homeowner units

**B. Project Rationale:**

*Why is this project needed? Will it assist an especially needy or underserved group?*

Marin County is the wealthiest county in California with a high home ownership rate and very little affordable housing. Average "asking rents" within the Marin market have risen 34% in the last 4 years (Realfacts.com). Currently, the average "asking rent" for a 2 bedroom 1 bath apartment within this market area is \$2,060 and out of reach for very low and low income households. This leads most low income residents to overpay for housing; 84% of renters at or below 80% of AMI are overpaying, according to the County Housing Element. The occupancy rate is currently over 95%, which indicates a very tight and unhealthy rental market. As documented by studies funded by the Marin Community Foundation, the majority Marin's service sector workforce commute into the County because the cost of housing in Marin is out of their reach. Marin's notoriously bad commute hour traffic and its impacts on air quality are a direct result of the County's overheated and over-priced rental market.

The proposed Marinwood project will directly target these families who work in Marin and are in need of conveniently located, high quality housing at affordable rents. In addition to being affordable, the site offers the advantage of having public schools nearby in the acclaimed Dixie School District and transit linkages along Highway 101. Marinwood Market will provide convenient shopping and the project's on-site amenities will include laundry facilities, a multi-purpose community room, BBQ area, a community garden, open space, and play areas/courtyards. The site's location and affordably levels will help us to quickly fill units as they come online.

*For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

BRIDGE is committed to providing a variety of green measures in all our projects which include: Low-Mercury Lamps, ENERGY-STAR qualified clothes washers in central laundry facilities and ENERGY-STAR refrigerators in each unit; double-flush toilets in every unit, built-in recycling in each unit, low-VOC interior paints, recycled content carpet and CRI-green label certified to cover 75% of all floor area, and on site storm water management to the degree possible, as well as bio-swailes and planter boxes, and native drought resistant plants in the landscape design. We will also explore the possibility of participating in the Greenpoint rating program or other comparable sustainable building verification.

C. Accessibility:

*What steps are you taking to make this project accessible to people with physical and other disabilities?*

The project will be fully compliant with all federal, state and local accessibility requirements. All ground floor units will be fully accessible. The leasing office and community building will be at ground level and will be fully accessible. The site, which is very flat, will meet all grade requirements for common outdoor play areas.

- For further information, please call Roy Bateman at 473-6698. It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903.
- **APPLICATIONS SENT BY FAX OR E-MAIL WILL NOT BE ACCEPTED.**
- If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- The HOME regulations can be found at 24 CFR Part 92. Be sure to review the 2013 changes in the HOME regulations at <https://www.onecpd.info/resource/2333/24-cfr-part-92-home-investment-partnerships-program-final-rule/>.
- **Please consult with staff (Roy Bateman, phone 473-6698) before you file an application.**
- **Attach a pro forma and a sources and uses schedule.**
- **Applicants are encouraged to apply for Community Development Block Grant (CDBG) funds in at least the same amount as your HOME request. (Some projects may receive only HOME funds or only CDBG funds. For example, if your project needs a total of \$100,000, apply for \$100,000 from HOME and \$100,000 from CDBG.) The CDBG Program has a separate application form, which must be received by Friday, December 13, 2013.**
- Don't forget to fill out the Organizational Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**HOME PROPOSALS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013 AT 5:00 P.M.**

**Remember that we don't accept faxed or e-mailed applications.**

**DEVELOPMENT SUMMARY**

MARINWOOD 9% SCENARIO

Assumptions				
Total Site Area (Acres)	2.56	111,514 s.f.	Density (Units per Acre):	28 DUAC
Total Number of Units	72		Gross Building Area	72,541
Number of Parking Spaces	114			

**A. DEVELOPMENT BUDGET SUMMARY**

Description	Total Amount	per Resid. Unit	per Resid. NSF	per Resid GSF
Acquisition & Related Holding Costs	\$3,590,286	\$49,865	\$60.35	\$47.14
subtotal	\$3,590,286	\$49,865	\$60.35	\$47.14
Construction - New Structure	\$13,104,000	182,000	\$220.27	\$172.05
Construction - Offsites	\$682,669	9,482	\$11.48	\$8.96
Furnishings and Equipment	130,000	1,806	2.19	1.71
Hard Cost Contingency - New	10.00% 1,310,400	18,200	22.03	17.21
Hard Cost Contingency - Reuse	6.00% 0	0	0.00	0.00
subtotal	\$15,227,069	\$211,487	\$255.96	\$199.93
Architecture/Engineering	\$1,142,400	\$15,867	\$19.20	\$15.00
Permits and Fees	1,657,166	23,016	27.86	21.76
Construction Loan Interest/Fees	912,497	12,674	15.34	11.98
Bond Cost of Issuance	142,809	1,983	2.40	1.88
Permanent Loan Fees/Costs	0	0	0.00	0.00
Legal	285,000	3,958	4.79	3.74
Appraisal/Market Study	20,000	278	0.34	0.26
Marketing/Lease-up	176,000	2,444	2.96	2.31
Title/Audit/Cost Certification	105,000	1,458	1.77	1.38
Insurance	138,771	1,927	2.33	1.82
Property Taxes	0	0	0.00	0.00
Soft Cost Contingency and Reserves	479,849	6,665	8.07	6.30
subtotal	\$5,059,491	\$70,271	\$85.05	\$66.43
Syndication Costs and Developer Fee	\$2,131,636	\$29,606	\$35.83	\$27.99
<b>TOTAL DEVELOPMENT COSTS</b>	<b>\$26,008,483</b>	<b>\$361,229</b>	<b>\$437.19</b>	<b>\$341.49</b>
check	\$			

**B. SOURCES AND USES**

Sources of Funds	Predevelopment Period	Construction Period	Permanent Period
MCF	\$1,293,857	\$706,143	\$2,000,000
County of Marin	\$3,000,000	\$0	\$3,000,000
Tax Credit Investor	\$0	\$900,000	\$13,247,208
Construction Lender	\$0	\$16,383,634	\$0
Permanent Lender- Tranche A	\$0	\$0	\$4,380,913
Permanent Lender- Tranche B	\$0	\$0	\$1,430,362
GP Equity	\$0	\$0	\$0
Tamalpais Foundation	\$0	\$200,000	\$200,000
Deferred Development Fee	\$0	\$0	\$0
County Offsite Funding	\$0	\$450,000	\$450,000
CDBG/HOME	\$900,000	\$400,000	\$1,300,000
Additional Gap Funds	\$0	\$0	\$0
<b>TOTAL SOURCES</b>	<b>\$5,193,857</b>	<b>\$19,039,777</b>	<b>\$26,008,483</b>
Uses of Funds			
Acquisition & Carrying Costs	\$3,590,286	\$0	\$3,590,286
Construction	\$0	\$15,097,069	\$15,097,069
Architect, Engineers, Permits	\$1,057,300	\$1,742,266	\$2,799,566
Indirect Expenses	\$246,000	\$390,000	\$666,000
Financing	\$9,000	\$1,046,306	\$1,055,306
Other (Taxes, Soft Cost Contingency, Reserves)	\$273,771	\$100,000	\$618,620
Developer Fee & Syndication Costs	\$17,500	\$664,136	\$2,181,636
Repay BRIDGE advance	\$0	\$0	\$0
Repay Construction Loan	\$0	\$0	\$0
	<b>\$5,193,857</b>	<b>\$19,039,777</b>	<b>\$26,008,483</b>

**C. FINANCING ASSUMPTIONS**

<b>CONSTRUCTION LOAN</b>
Lender:
Loan Amount:
Loan Term:
Note Rate:
> 50% Basis plus Land?
<b>PERMANENT DEBT SOURCE 1</b>
Lender:
Loan Amount:
Loan Term:
Note Rate:
Payment (annual):
DCR:
<b>LOCAL GOVERNMENT</b>
Lender:
MCF
County Loan Amt
Loan Term:
Note Rate:
Annual Admin Fee:
Per Unit:
<b>STATE FUNDING</b>
Lender:
Loan Amount:
Loan Term:
Note Rate:
Payment (annual):
DCR:
<b>Investor Equity - Federal Credit</b>
Net Rate
Net Pay-in
Initial Pay-in
Credit Rate (9% if PIS by end of '13)
Annual Federal Credits
<b>Investor Equity - State Credit</b>
Net Rate
Net Pay-in
<b>Financing gap</b>
less equity from acq basis
Remaining gap
<b>Tie breaker</b>
Local Funds
Total Dev Costs
1st Tie Breaker
<b>Basis for Credits</b>
1st basis/costs
2nd tie breaker
<b>Total Tiebreaker Score</b>

City /





## Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** BRIDGE Housing Corporation

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	70%
Low income people	25%
People above the low income limits	5%

<b>Percentages (%)</b>	<b>Clients Your Organization Serves</b>	<b>Clients for this Project</b>	<b>Support Staff</b>	<b>Professional Staff</b>	<b>Board</b>	<b>Advisory Committee</b>
<b><i>Ethnic/Racial Demographics</i></b>						
Asian-American/Pacific Islander	23%			1%		
African-American/Black	24%			11%	13%	
Caucasian/White	30%			29%	80%	
Native American				0%		
Mixed Heritage				2%		
Unknown/other	23%			47%	7%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Latino/Hispanic Origin</i></b>						
Of Latino/ Hispanic Origin					7%	
NOT of Latino/ Hispanic Origin					93%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Age</i></b>						
0-5 years old						
6-17						
18-24						
25-59					13%	
60 +					87%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Gender</i></b>						
Female			50%	63%	13%	
Male			50%	37%	87%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b><i>Disabled %</i></b>						

<b>Involvement of Clients Your Organization Serves</b>	<b>Percent of Board/Committee Members Who Are Clients</b>
On Governing Board	0%
On Advisory Committee	0%



BUILDING SUSTAINING LEADING

BRIDGE HOUSING  
CORPORATION

BRIDGE PROPERTY  
MANAGEMENT COMPANY

BAY AREA SENIOR SERVICES, INC.

BRIDGE ECONOMIC  
DEVELOPMENT CORPORATION

December 12, 2013

Marin County Community Development Agency  
Federal Grants Division  
3501 Civic Center Drive, Room 308  
San Rafael, CA 94903

**RE: Marinwood Application for HOME Funds**

Dear Brian Crawford, Community Development Agency Director,

BRIDGE Housing Corporation is pleased to submit for your review an application to the HOME Program to develop a new 72 unit low income family housing project in Marin County.

Responding directly to the need for more quality affordable housing in the County of Marin, Marinwood will provide much needed in-fill affordable housing for working families as part of a mixed use redevelopment of underutilized land.

The infill site, in northern Marin, is located in the Marinwood Community Services District in unincorporated San Rafael. The site is part of a broader redevelopment of the former Marinwood Plaza which will include a grocery store, ancillary retail, a plaza and improvements along Marinwood Avenue. This project is an opportunity to eliminate neighborhood blight by putting an underutilized parcel to good use and to provide working families an opportunity to live in a prime location close to jobs in Marin County. The apartments will target working families earning below 60% of the Area Median Income.

Founded in 1983, BRIDGE has developed over 13,000 housing units in over 40 California communities. BRIDGE has become one of the largest nonprofit developers of multifamily housing in the country, carrying out its development work both on its own and in partnership with local governments, private sector corporations and other nonprofit groups.

Should you have any questions, please me at 415-321.3534. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lisa Grady".

Lisa Grady  
Senior Project Manager, BRIDGE Housing Corporation



MARIN COUNTY HOME PROGRAM PROPOSAL  
2014-15

H-5

1. **Project Name:** Oma Village:  
Housing for Working Families
2. **Total Amount Requested** \$533,103
3. **Project Sponsor:** Homeward Bound of Marin
- E-mail: [pfordham@hbofm.org](mailto:pfordham@hbofm.org)

**Contact Person and Title:** Paul Fordham, Deputy Director **Website (optional):** [www.hbofm.org](http://www.hbofm.org)

**Address:** 1385 N. Hamilton Parkway  
Novato, CA 94949

**Telephone:** (415) 382-3363

**Ext.** 211

**Fax:** (415) 382-6010

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

*The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all HOME projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.*

*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

**Does the sponsor qualify as a Community Housing Development Organization (CHDO)?**  YES  NO

*If you are not sure whether your group qualifies as a CHDO, please refer to "The HOME Program...Federal Funds for Affordable Housing" for a definition, or call Roy Bateman. Marin County needs projects to use our CHDO set-aside!*

4. **Project Location** (precise street address, Assessor's Parcel Number, and the year the building was constructed):  
(If site lacks a street address, attach map showing location.)

**Street Address:** 5394 Nave Drive, Novato, CA 94949

**APN:** 155-020-46

**Year Built:** N/A because the project involves new construction. The building date of earlier buildings that have been demolished is uncertain because the Novato Planning Department misplaced the records according to the appraisal.

5. **Project Description:**

*(If the project involves an occupied building, attach a complete list of tenant incomes, household sizes, and rents.)*

Homeward Bound of Marin is very pleased to request funding for costs relating to development of the Oma Village - Housing for Working Families project. Oma Village is a critically needed permanent supportive housing project for homeless families in Marin County. This project will transform a disparate collection of run-down buildings formerly housing an alcohol and drug rehabilitation program into a thriving, eco-friendly community of 14 compact one- and two-bedroom family homes. When completed in late 2014, for a total cost of \$5.75 million, the new homes will house low-income families who are all working their way out of homelessness through employment, job training, and/or education. At full capacity, the site will house approximately 35 parents and children, depending upon the size of families. The project will not only provide sorely needed stable homes for families from Homeward Bound's emergency and transitional housing programs; it will also help address the high community priorities of ending homelessness and providing needed workforce housing in Marin.

6. **Total Project Cost:**

*Include all costs for this particular project, regardless of source. Also attach a pro forma and a sources and uses schedule.*

\$5,750,400 is the estimated total project cost. This includes \$801,428 for the site acquisition phase (already complete) and \$4,948,972 for the development phase, which includes construction, predevelopment/project planning, and finance fees and costs. A pro forma and sources and uses schedule are attached.

**7. Project Budget for Use of HOME Program Funds:**

*Budget should include estimate of costs, such as land or building acquisition costs, construction costs, rehabilitation costs, architectural and engineering fees, etc. Be as accurate and comprehensive as possible. WARNING: If your project includes rehabilitation, describe your plans to comply with federal lead paint regulations.*

\$533,103 in HOME funds are being requested for general development costs, and will be used with a range of matching sources (see below) for activities such as architectural and engineering fees, demolition costs, and construction costs. HOME funds have already been secured to assist three out of 14 homes. The HOME funds now requested will be designated to assist an additional three homes, bringing the total to six HOME-assisted units.

Overall costs in the development phase are an estimated \$4,948,972, including pre-development costs (e.g., architectural fees), demolition of existing structures, preparation of the site, required off-site improvements, and construction of 15 new structures (14 homes and one community center). These costs are detailed in the attached sources and uses document.

**8. Other Sources of Funds:**

*How will you meet the HOME Program matching funds requirement? Include amounts, sources, use, commitment, and timing of all public and private funds other than HOME funds. Be sure to list any federal assistance (including tax credits and CDBG), local public agency assistance (such as fees waived), and private assistance (such as the interest saved on below market rate loans). Are the other funds firmly committed?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>*Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Dominican Sisters	Acquisition	\$100,000	Fall 2011	Yes	Fall 2011	Now
MCF	Acquisition	\$300,000	Fall 2011	Yes	Spring 2012	Now
Marin County	Acquisition	\$250,000	Fall 2011	Yes	Spring 2012	Now
Private Donors	Acquisition	\$103,115	Fall 2011	Yes	Fall 2011	Now
MCF Loan	Acquisition	\$200,000	Fall 2011	Yes	Spring 2012	Now
Novato CDBG	Development	\$78,000	Wint. 2011	Yes	Spring 2012	Now
County CDBG	Development	\$31,879	Wint. 2011	Yes	Spring 2012	Now
County HOME	Development	\$530,538	Wint. 2011	Yes	Spring 2012	Now
Novato CDBG	Development	\$130,000	Wint. 2012	Yes	Spring 2013	Now
County CDBG	Development	\$200,000	Fall 2013	No	Pending	Pending
Novato Housing	Development	\$400,000	Spr. 2012	Yes	Fall 2012	Now
Marin County	Development	\$300,000	2012	Yes	2012	Now
MWH Trust	Development	\$796,897	Fall 2013	No	Pending	Pending
Bank of Marin	Development	\$25,000	2012	Yes	2012	Now
1 <sup>st</sup> Republic Bank	Development	\$10,000	2012	Yes	2012	Now
MCF	Development	\$600,000	Fall 2012	Yes	Fall 2012	Now
Irwin Trust	Development	\$250,000	Fall 2012	No	Pending	Pending
FHLB-AHP	Development	\$200,000	Spr. 2014	No	Pending	Pending
Tam. Pacific	Development	\$200,000	2013	Yes	2013	Now
C. Porter Hale Fdn.	Development	\$100,000	2013	No	Pending	Pending
Bothin Fdn.	Development	\$30,000	2013	No	Pending	Pending
Peter Haas Fdn.	Development	\$100,000	2013	Yes	2013	Now
Pell Fdn.	Development	\$25,000	2013	Yes	2013	Now
Raab Fdn.	Development	\$2,000	2013	Yes	2013	Now
Other Fdns.	Development	\$30,000	2013/2014	No	Pending	Pending
Corp/Priv Donors	Development	\$196,885	Fall 2013	Yes	Fall 2013	Now
Corp/Priv Donors	Development	\$107,583	2013/2014	No	Pending	Pending

\*Note: All funding commitments are firm.

**9. Project Implementation:** *Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation? How quickly will you be able to spend the requested funding?*

Homeward Bound is the owner and developer of the Oma Village project. The agency has demonstrated its capacity for these roles by having successfully self-developed the New Beginnings Center and Next Key Center. Deputy Director Paul Fordham oversees the project, interfacing with all the key players, including Blu Homes (the builder) and Novato planning officials. In addition, Homeward Bound has recently retained Doug Elliott, a principle at Pacific Rim Partners, to act as the project manager/fee developer for the project. In this capacity, Mr. Elliott manages the project development, including the permit process and construction. Mr. Elliott, a Marin resident, has been a builder and project developer for 35 years, and previously assisted Homeward Bound in the development of the New Beginnings and Next Key Centers.

The project has two phases: property acquisition and housing development as follows:

Phase 1: Property Acquisition, Completed in 2012:

Homeward Bound has raised the needed funds for and acquired the 5394 Nave Drive property.

Phase 2: Housing Development, 2012 – Fall 2014:

The housing development phase is now well underway. Fundraising is moving forward (see above) and Blu Homes, a respected and innovative North Bay builder, was selected to be the architect and builder. This firm saves time and money by using its pre-existing architectural designs, precision building attractive green homes in its own manufacturing facility, and assembling the homes on-site. This process can take as little as two to three months, while the traditional stick-built construction process can take 18 months or more. Messrs. Fordham and Elliott are working with Blu Homes and consultants and sub-contractors to complete all needed pre-development work, as well as manage site demolition and preparation, and construction of foundations and other work for the homes on-site.

The project plan for the ¾ acre site that encompasses a village of 14 homes, a community center, communal open space, and parking. All told, the site will house approximately 35 parents and children, depending upon the sizes of the families. The community center will include a meeting space, a computer learning and tutoring center, and laundry facilities. The communal spaces separating buildings will encourage children's play and family social interaction, and there will be nine parking spaces, as well as on-street parking (only 35% of the families have cars).

The project is on track for completion Fall 2014. The timeline is:

- August 2012 – Selected Architect, Project Manager/Fee Developer, Contractor
- August 2012 – Conducted environmental review, formed capital campaign committee
- March 2013 – Demolished pre-existing dilapidated structures on the site
- August 2013 – Secured city approvals (design, re-zoning of site, environmental, etc.)
- December 2013 – Complete Value Engineered Drawings and confirm final project costs.
- March 2014 – Pull building permit
- May 2014 – Start construction
- August 2014 – Complete construction
- November 2014 – Obtain Certificate of Occupancy and hold Grand Opening!

**10. Equal Opportunity Commitment:** *Discuss your plans for recruiting women- and minority-owned firms to bid on the design and construction of this project, and your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

As mentioned above, Blu Homes, has been selected to be the architect and builder. This firm was selected because it saves time and money by using its pre-existing architectural designs, precision building attractive eco-friendly homes in its own manufacturing facility, and assembling the homes on-site. Blu Homes is co-founded by a woman, Maura McCarthy. At Homeward Bound's request, Mr. Elliott and Blu Homes are explicitly advertising for and encouraging local Marin women- and minority-owned firms to bid on design and development work. Additionally, when Oma Village is operational Homeward Bound residents will receive paid positions in on-site janitorial and maintenance operations, as they do in other Homeward Bound sites.

*Which demographic groups are least likely to apply for your housing, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Most of the families served by this project will be members of one or more protected classes, such as minority families, single parent-headed families, and non-English speaking families, under County of Marin's Analysis of Impediments to Fair Housing Choice Implementation Plan, thus forwarding fair housing in Marin. Demographic groups least likely to apply for this housing (and for Homeward Bound programs in general) are non-English speaking families and families with a disability. Steps to reach these groups will include direct outreach to qualified families in these demographic groups to encourage them to apply for the housing; translating all housing information and leases into Spanish and Vietnamese; providing bilingual services or translation where needed, making available written information to all prospective and existing tenants about tenant housing rights and services (e.g., Fair Housing of Marin) to protect them from discrimination; expanding our peer network to include mentoring among members of protected groups to ensure they feel welcome; providing financial literacy training; and providing and advertising disability accessible housing units.

*How will your project affirmatively further fair housing?*

Homeward Bound will continue to further fair housing through this project and all of its housing activities through the development of additional affordable housing for families, outreach to protected classes, providing bilingual forms and services, providing translation services when needed, providing written information about and referring residents to Fair Housing of Marin, and using peer networking to create a more welcoming environment for members protected classes, providing financial literacy training; and providing and advertising disability accessible housing units.

**11. Need for the Project:**

A. Need Group

*What groups or individuals will benefit from the project? What income level will the project serve? Be specific! Also, describe how you will provide for long-term affordability*

This housing is a continuum of Homeward Bound's programs and thus will serve homeless families who are leaving or graduating from Homeward Bound-operated emergency shelters or transitional housing programs, such as the Family Emergency Center and Family Resource Center. Homeward Bound serves an average of 130 homeless families per year, so there should be no shortage of families in need of the homes. Most of the families served will fall within the extremely low-income range (30% or less of AMI) with the remainder within in the low-income range (50% or less of AMI). Families selected for these homes will come from the group of homeless families whose adults are actively engaged in employment or job training, job placement, and/or career-related education. These will encompass families who are striving to improve economically and become fully self-sufficient. Thus, in addition to job training and placement assistance all the families will have access to Homeward Bound asset-building and income support programs, including financial literacy and savings programs, tax benefit assistance, and public benefits counseling. For such upwardly mobile families, a home of their own will be a critical step forward that will help to catalyze their family and personal successes. Each resident's income will be documented as part of the application process and will be tracked throughout his or her stay. Homeward Bound intends to maintain long-term project affordability and will provide any affordability restrictions requested by project funders.

**HOME Income Limits**

Household Size	50% of Median Income	60% of Median Income	80% of Median Income
1	\$36,950	\$44,340	\$59,100
2	42,200	50,640	67,550
3	47,500	57,000	76,000
4	52,750	63,300	84,400
5	57,000	68,400	91,200
6	61,200	73,440	97,950
	At least 20% of rental units	The remaining rental units	Homeowner units

**B. Project Rationale:**

*Why is this project needed? Will it assist an especially needy or underserved group?*

This project is needed to help meet very high priority community goals relating to ending homelessness, increasing the overall supply of affordable housing, and increasing the supply of workforce housing. In addition, the project will promote a smart growth approach to development because it is close to a number of Golden Gate Transit bus lines; it is positioned within an existing mixed area needing redevelopment; and it will incorporate green design. All of the above priorities are highlighted in key Marin County planning documents, as follows:

- County of Marin 2010-2014 Consolidated Plan, prioritizes increasing the supply of affordable housing for low income, homeless, and workforce households.
- Marin Community Foundation 2010-2014 Strategic Plan, prioritizes increasing the supply of affordable housing, including for homeless persons, and ending the cycle of poverty for low-wage workers and other low-income persons.
- County of Marin Homeless Continuum of Care Plan (submitted to HUD), prioritizes ending homelessness by providing more permanent affordable and supportive housing and reducing the number of homeless households with children.
- Marin County's Ten Year Homeless Plan, prioritized all efforts to end homelessness and provide permanent affordable and supportive housing for low-income and homeless households.
- County of Marin and draft Novato Housing Elements, prioritizes increasing the supply of affordable housing, including for homeless households and the workforce.

*For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

These small eco-friendly homes will be environmentally conscious in a variety of ways; they will be designed for maximum energy efficiency and have zero emissions from paint and other toxic materials. Using 3D modeling technology, the homes are designed to fit the sun, wind, and weather patterns specific to a building site, thus creating cost effective energy savings. The use of high performance materials and systems such as bamboo floors and radiant heat, Energy Star appliances, sustainably forested or reclaimed wood and recycled steel, and the controlled building environment in the factory all help to save resources and energy and to reduce construction waste and landfill use. Finally, drought tolerant or native plant landscaping will be utilized to create water savings and reduce garden maintenance costs. Homeward Bound hopes to incorporate solar electricity and solar hot water heating into the project design and our goal is to have Oma Village certified as Net Zero Buildings.

**C. Accessibility:**

*What steps are you taking to make this project accessible to people with physical and other disabilities?*

Homeward Bound is committed to equal access to all of its programs for people with physical and other disabilities (who are disproportionately represented in the homeless population). The project will be designed and built in accordance with applicable disability access guidelines, including fully accessible units and common areas.

- For further information, please call Roy Bateman at 473-6698. It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903.
- **APPLICATIONS SENT BY FAX OR E-MAIL WILL NOT BE ACCEPTED.**



- If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- The HOME regulations can be found at 24 CFR Part 92. Be sure to review the 2013 changes in the HOME regulations at <https://www.onecpd.info/resource/2333/24-cfr-part-92-home-investment-partnerships-program-final-rule/>.
- **Please consult with staff (Roy Bateman, phone 473-6698) before you file an application.**
- **Attach a pro forma and a sources and uses schedule.**
- **Applicants are encouraged to apply for Community Development Block Grant (CDBG) funds in at least the same amount as your HOME request. (Some projects may receive only HOME funds or only CDBG funds. For example, if your project needs a total of \$100,000, apply for \$100,000 from HOME and \$100,000 from CDBG.) The CDBG Program has a separate application form, which must be received by Friday, December 13, 2013.**
- Don't forget to fill out the Organizational Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**HOME PROPOSALS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013 AT 5:00 P.M.**

**Remember that we don't accept faxed or e-mailed applications.**

## Oma Village

5394 Nave Drive, Novato, CA 94949

A 14-unit apartment complex, with a community center, consisting of 2 one-bedroom and 12 two-bedroom units on a .75 acre lot, available to extremely low to very low income formerly homeless families. Homeward Bound of Marin (a nonprofit agency) will operate and provide on-site services; including budgeting, employment support, and case management, as well as homework and tutoring support for children.

		1	1	1	1.02	1	1
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
<b>INCOME</b>							
Gross Annual Rent							
( first yr approx 600/mth)	2.00%	99,600	99,600	99,600	101,592	101,592	101,592
Less Vacancy & Collectic	4.00%	(3,984)	(3,984)	(3,984)	(4,064)	(4,064)	(4,064)
<b>Total Effective Gross Income</b>		<b>95,616</b>	<b>95,616</b>	<b>95,616</b>	<b>97,528</b>	<b>97,528</b>	<b>97,528</b>
<b>EXPENSES</b>							
<b>Payroll (includes taxes &amp; benefits)</b>							
Program Coordinator .75 F	2.00%	45,950	46,869	47,806	48,763	49,738	50,733
Resident Manager	0.50%	3,300	3,557	3,557	3,628	3,628	3,628
<i>Subtotal Payroll</i>		<u>49,250</u>	<u>50,426</u>	<u>51,364</u>	<u>52,391</u>	<u>53,366</u>	<u>54,361</u>
<b>Office and Operating</b>	2.00%						
Office & Operating		2,076	2,118	2,160	2,204	2,248	2,293
Phone		1,849	1,886	1,924	1,963	2,002	2,042
Office Equipment		1,835	1,872	1,910	1,948	1,987	2,026
Local Taxes, Licenses & Fees		1,437	1,466	1,495	1,525	1,556	1,587
Staff Related Costs		980	999	1,019	1,040	1,061	1,082
Program Equip/Supplies		1,138	1,161	1,184	1,208	1,232	1,256
<i>Subtotal Office and Operating</i>		<u>9,316</u>	<u>9,503</u>	<u>9,693</u>	<u>9,886</u>	<u>10,084</u>	<u>10,286</u>
<b>Occupancy</b>							
Utilities	2.00%	8,000	8,160	8,323	8,490	8,659	8,833
Other (Fire/Security Alarm)	2.00%	2,238	2,282	2,328	2,375	2,422	2,471
Property / Liability Insurance	1.00%	8,228	8,310	8,393	8,477	8,562	8,647
Repairs (includes Pest Con	2.00%	3,618	3,690	3,764	3,839	3,916	3,995
<i>Subtotal Occupancy</i>		<u>22,083</u>	<u>22,443</u>	<u>22,809</u>	<u>23,181</u>	<u>23,560</u>	<u>23,945</u>
Replacement Reserve	2.00%	4,500	4,590	4,590	4,682	4,682	4,682
Admin Allocation	Varies	10,466	8,655	7,161	7,388	5,837	4,254
<b>Total Expenses</b>		<b>95,616</b>	<b>95,616</b>	<b>95,616</b>	<b>97,528</b>	<b>97,528</b>	<b>97,528</b>
<b>NET OPERATING INCOME</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Debt Service		-	-	-	-	-	-
<b>NET CASHFLOW</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

1.02 Year 7	1.02 Year 8	1.02 Year 9	1.02 Year 10	1.02 Year 11	1.02 Year 12	1.02 Year 13	1.02 Year 14	1.02 Year 15
103,624	105,696	107,810	109,966	112,166	114,409	116,697	119,031	121,412
(4,145)	(4,228)	(4,312)	(4,399)	(4,487)	(4,576)	(4,668)	(4,761)	(4,856)
<b>99,479</b>	<b>101,468</b>	<b>103,498</b>	<b>105,568</b>	<b>107,679</b>	<b>109,833</b>	<b>112,029</b>	<b>114,270</b>	<b>116,555</b>
51,747	52,782	53,838	54,915	56,013	57,133	58,276	59,441	60,630
3,701	3,775	3,850	3,927	4,006	4,086	4,168	4,251	4,336
55,448	56,557	57,688	58,842	60,019	61,219	62,443	63,692	64,966
2,338	2,385	2,433	2,482	2,531	2,582	2,633	2,686	2,740
2,083	2,124	2,167	2,210	2,254	2,300	2,345	2,392	2,440
2,067	2,108	2,150	2,193	2,237	2,282	2,328	2,374	2,422
1,619	1,651	1,684	1,718	1,752	1,787	1,823	1,859	1,896
1,103	1,126	1,148	1,171	1,194	1,218	1,243	1,268	1,293
1,282	1,307	1,333	1,360	1,387	1,415	1,443	1,472	1,502
10,492	10,701	10,915	11,134	11,356	11,584	11,815	12,052	12,293
9,009	9,189	9,373	9,561	9,752	9,947	10,146	10,349	10,556
2,520	2,570	2,622	2,674	2,728	2,782	2,838	2,895	2,953
8,734	8,821	8,909	8,999	9,089	9,179	9,271	9,364	9,458
4,074	4,156	4,239	4,324	4,410	4,499	4,588	4,680	4,774
24,338	24,737	25,144	25,557	25,979	26,407	26,844	27,288	27,740
4,775	4,775	4,775	4,871	4,871	4,871	4,968	4,968	4,968
4,426	4,697	4,975	5,164	5,454	5,752	5,959	6,270	6,588
<b>99,479</b>	<b>101,468</b>	<b>103,497</b>	<b>105,568</b>	<b>107,679</b>	<b>109,832</b>	<b>112,029</b>	<b>114,270</b>	<b>116,555</b>
0	0	0	0	0	0	0	0	0
-	-	-	-	-	-	-	-	-
0	0	0	0	0	0	0	0	0

**Homeward Bound of Marin**  
**Oma Village Project Capital Sources & Uses Report**

As of December, 2013

<u>Sources of Funds</u>	Committed	Pending	Total
<u>Government Funding</u>			
County of Marin (for purchase)	250,000.		250,000.
City of Novato CDGB 2012	78,000.		78,000.
City of Novato CDGB 2013	130,000.		130,000.
County of Marin CDGB 2012	31,879.		31,879.
County of Marin HOME 2012	530,538.		530,538.
HOME Funds 2014		533,103.	533,103.
CDGB Funds 2014		200,000.	200,000.
City of Novato Housing Opportunity Funds	400,000.		400,000.
County of Marin (for construction)	300,000.		300,000.
County of Marin Workforce Housing Funds (Oct)		750,000.	750,000.
Federal Home Loan Bank-AHP – <i>Forgivable Loan</i>		350,000.	350,000.
<b>Sub-Total:</b>	<b>1,720,417.</b>	<b>1,833,103.</b>	<b>3,553,520.</b>
<u>Foundation Funding</u>			
Marin Community Foundation	900,000.		900,000.
Norman Raab Foundation	2,000.		2,000.
William G Irwin Charitable Trust		250,000.	250,000.
Bothin Foundation		30,000.	30,000.
Crescent Porter Hale Foundation		100,000.	100,000.
Tamalpais Pacific	200,000.		200,000.
Peter Haas Foundation	100,000.		100,000.
Joseph & Eda Pell Foundation	25,000.		25,000.
Other Foundations (Unbroken Chain, Lester & more)		30,000.	30,000.
<b>Sub-Total:</b>	<b>1,227,000.</b>	<b>410,000.</b>	<b>1,637,000.</b>
<u>Private &amp; Corporate Donations</u>			
Bank of Marin	25,000.		25,000.
First Republic Bank	10,000.		10,000.
Wells Fargo	30,000.		30,000.
Dominican Sisters	100,000.		100,000.
Private and Corporate Donations	300,000.	94,780.	394,780.
<b>Sub-Total:</b>	<b>465,000.</b>	<b>94,780.</b>	<b>559,780.</b>
<b>TOTAL:</b>	<b>3,412,417.</b>	<b>2,337,883.</b>	<b>5,750,300.</b>

**Note:** A \$1,000,000 Construction Loan from the Marin Community Foundation Loan Fund will be utilized for cash flow during construction.

**Uses of Funds**

<u>BluHomes Modules</u>	
7 Residential Units	1,260,150.
1 Community Center	186,000.
Upgrades, Customizations & Credits	22,746.
Sales Tax	52,880.
<b>Sub-Total:</b>	<b>1,521,776.</b>
<u>Construction Costs</u>	
Demolition & Site Work	2,002,343.
BluHomes Project Design Services	236,000.
Consulting Engineers	211,200.
Permitting	797,900.
<b>Sub-Total:</b>	<b>3,247,443.</b>
<u>Land and Owner Costs</u>	
Land Purchase & Related	807,886.
Site Security & Fencing	15,500.
Overall Project Administration	150,000.
Cultural Resources Assessment(s)	7,695.
<b>Sub-Total:</b>	<b>981,081.</b>
<b>TOTAL:</b>	<b>5,750,300.</b>
Acquisition Costs	796,687.
Construction	1,627,815.
Sitework (Including Landscaping)	1,904,000.
City of Novato - Permits & Fees	797,900.
Predevelopment/Project Planning	597,200.
Finance Fees & Related Costs	26,698.
<b>TOTAL:</b>	<b>5,750,300.</b>

## Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Homeward Bound of Marin

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	100%
Low income people	0%
People above the low income limits	0%

<b>Percentages (%)</b>	<b>Clients Your Organization Serves</b>	<b>Clients for this Project</b>	<b>Support Staff</b>	<b>Professional Staff</b>	<b>Board</b>	<b>Advisory Committee</b>
<b>Ethnic/Racial Demographics</b>						<b>N/A</b>
Asian-American/Pacific Islander	2%	3%	3%	0%	0%	
African-American/Black	21%	26%	28%	0%	7%	
Caucasian/White	58%	40%	58%	82%	80%	
Native American	1%	2%	0%	0%	0%	
Mixed Heritage	4%	2%	0%	1%	6%	
Unknown/other (including Latino)	14%	27%	11%	17%	7%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	14%	27%	11%	17%	7%	
NOT of Latino/ Hispanic Origin	86%	73%	89%	83%	93%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old	10%	37%	0%	0%	0%	
6-17	4%	20%	0%	0%	0%	
18-24	3%	3%	8%	0%	0%	
25-59	71%	40%	83%	66%	80%	
60 +	12%	0%	9%	34%	20%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female	34%	60%	53%	50%	34%	
Male	66%	40%	47%	50%	66%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>	<b>43%</b>	<b>14%</b>	<b>0%</b>	<b>0%</b>	<b>7%</b>	

<b>Involvement of Clients Your Organization Serves</b>	<b>Percent of Board/Committee Members Who Are Clients</b>
On Governing Board	7%

## Organization Profile – 2014-15 Data Collection Pilot

On Advisory Committee

N/A

### Income Limits

<b>Household Size</b>	<b>Very Low Income Limit (≈50% of Median Income)</b>	<b>Low Income Limit (≈80% of Median Income)</b>
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

MARIN COUNTY HOME PROGRAM PROPOSAL  
2014-15

H-6

1. Project Name: Peace Village 2. Total Amount Requested \$ 1,165,000

3. Project Sponsor: Resources for Community Development E-mail: aklein@rcdev.org

Contact Person and Title: Alicia Klein, Senior Project Manager Website (optional): www.rcdev.org

Address: 2220 Oxford Street, Berkeley, CA 94704

Telephone: 510-841-4410

Ext. 336

Fax: 510-548-3502

All future announcements will be sent to you by e-mail, unless you indicate otherwise:  Please send by mail.

*The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all HOME projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.*

*The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.*

**Does the sponsor qualify as a Community Housing Development Organization (CHDO)?**  YES  NO  
*If you are not sure whether your group qualifies as a CHDO, please refer to "The HOME Program...Federal Funds for Affordable Housing" for a definition, or call Roy Bateman. Marin County needs projects to use our CHDO set-aside!*

4. **Project Location** (precise street address, Assessor's Parcel Number, and the year the building was constructed):  
*(If site lacks a street address, attach map showing location.)*

Address: 2626 Sir Francis Drake Blvd., Fairfax, CA 94930  
Year Built: Main building: 1960; Secondary building moved to site in 1980's  
APN: 174-070-17

5. **Project Description:**  
*(If the project involves an occupied building, attach a complete list of tenant incomes, household sizes, and rents.)*

In collaboration with Christ Lutheran Church and the City of Fairfax, Resources for Community Development proposes to develop Peace Village, 40 units of housing for low income seniors, incorporated within an existing neighborhood and school community. The project will be designed as a beautiful and healthy place for seniors to age-in-place in Marin, in addition to being a showcase example for green, sustainable model of housing in Marin County. The Town of Fairfax strongly supports this project, having included the church's property as an opportunity site in the Housing Element of its General Plan. At its own expense the Town has rezoned the site to accommodate the 40 units, as well as having gone through the EIR process. The biologist's survey found no species to be impacted in the ephemeral stream on the site. The design review is the only remaining discretionary approval required.

Resources for Community Development (RCD), a nonprofit dedicated to creating and owning affordable housing, has 29 years of experience developing affordable housing for those with the fewest options. While RCD has developed 1700 units in eighteen communities, Peace Village will be RCD's first development in Marin County. See RCD's statement of qualifications, attached, for additional information.

**6. Total Project Cost:**

*Include all costs for this particular project, regardless of source. Also attach a pro forma and a sources and uses schedule.*

Total Cost	\$16,619,893
Acquisition	\$1,568,650
Hard Costs	\$6,825,000
Hard Cost Contingency	\$682,500
Permits, Fees and Utilities	\$1,178,909
Design Costs	\$875,000
Construction Loan Financing	\$834,536
Perm Loan Costs	\$30,095
Syndication Costs	\$147,103
Reserves	\$271,938
Developer Fee	\$1,400,000
Other Soft Costs	\$2,806,162

**7. Project Budget for Use of HOME Program Funds:**

*Budget should include estimate of costs, such as land or building acquisition costs, construction costs, rehabilitation costs, architectural and engineering fees, etc. Be as accurate and comprehensive as possible. WARNING: If your project includes rehabilitation, describe your plans to comply with federal lead paint regulations.*

Acquisition	\$1,165,000
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**8. Other Sources of Funds:**

*How will you meet the HOME Program matching funds requirement? Include amounts, sources, use, commitment, and timing of all public and private funds other than HOME funds. Be sure to list any federal assistance (including tax credits and CDBG), local public agency assistance (such as fees waived), and private assistance (such as the interest saved on below market rate loans). Are the other funds firmly committed?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Marin Workforce Housing Trust Catalyst Loan	Predevelopment	30,000	7/24/12	Yes	8/9/12	9/1/12
Marin Community Foundation	Predevelopment	200,000	6/14/2013	Yes	8/13/2013	8/1/13
	Predevelopment	207,000	Will apply in 2014	No	N/A	9/1/14
	Permanent	650,000	Will apply in 2015	No	N/A	9/1/15
Marin County CDBG	Acquisition & Permanent	2,500	12/13/12	Yes	5/7/2013	7/1/14,
		1,165,000	12/10/13	No	N/A	7/1/15
Tamalpais Pacific	Predevelopment & Permanent	75,000	Will apply in Spring 2014	No	N/A	7/1/14
Predevelopment Loan	Predevelopment	522,025	N/A	No	N/A	7/1/14
9% Tax Credit Equity	Construction & Permanent	9,633,696	N/A	No	N/A	3/1/16
Town Fee Waivers	Predevelopment & Permanent	239,130	N/A	No	N/A	Spring 2014
AHP	Construction	390,000	N/A	No	N/A	3/1/16
Construction Loan	Construction	9,441,455	N/A	No	N/A	3/1/16
First Mortgage	Permanent	1,474,349	N/A	No	N/A	7/1/17
Second Mortgage	Permanent	544,714	N/A	No	N/A	7/1/17
Deferred Developer Fee	Permanent	206,004	N/A	No	N/A	7/1/17



**9. Project Implementation:** *Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation? How quickly will you be able to spend the requested funding?*

Christ Lutheran Church and RCD have entered into a Memorandum of Understanding delineating the roles and responsibilities of both parties. RCD or its affiliate will buy the land from the church when the housing parcel is separated from the church and school parcel. RCD will implement development and oversee long term management of the property. The development milestones are projected as follows:

- 12/2014 – Design review approval
- 9/2015 – 100% of financing secured
- 3/2016 – Groundbreaking
- 5/2017 – Construction complete
- 7/2017 – 100% leased up and occupied

**10. Equal Opportunity Commitment:** *Discuss your plans for recruiting women- and minority-owned firms to bid on the design and construction of this project, and your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

RCD encourages consideration of small businesses, minority-owned and women-owned firms to bid on predevelopment, design, and development activities on this project. RCD has already solicited minority and women-owned firms for predevelopment studies to date. RCD will make efforts to advertise to and make employment opportunities available to low-income individuals through construction and related activities.

*Which demographic groups are least likely to apply for your housing, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

The population of the Town of Fairfax is more heavily white than Marin County as a whole. According to the 2010 Census, the racial makeup of the Town of Fairfax was 88.9% White, 1.5% African American, 5.9% Hispanic, and 2.7% Asian. This compares to the demographics of Marin County: 81 % White, 3.2% African American, 13.6% Hispanic, and 5.7% Asian. An affirmative marketing campaign would take extra steps to reach out to areas of Marin with significant presence of African American and Hispanic populations such as San Rafael and Marin City. Such measures would include placing advertisements in local newspapers and newsletters. RCD would also take special steps to approach such groups as the Marin City Community Development Corporation, Canal Alliance, and the Asian Community Church in San Rafael, during initial marketing and whenever there is a new opening for an apartment in Peace Village.

*How will your project affirmatively further fair housing?*

RCD executes and meets the goals of fair housing. We support affirmative advertising programs that target those who are least likely to apply. A copy of RCD's Affirmative Fair Marketing Policy and Procedure has been attached to this application. RCD is in compliance with all relevant state and local statutes on fair housing.

**11. Need for the Project:**

**A. Need Group**

*What groups or individuals will benefit from the project? What income level will the project serve? Be specific! Also, describe how you will provide for long-term affordability.*

Fairfax Peace Village will serve adults aged 62 and over making no more than 50% of the local area median income. Deed restrictions and loan agreements will ensure that the development remains affordable to residents with this income range for a 55-year term, with all residents' income re-certified annually.

**HOME Income Limits**

Household Size	50% of Median Income	60% of Median Income	80% of Median Income
1	\$36,950	\$44,340	\$59,100
2	42,200	50,640	67,550
3	47,500	57,000	76,000
4	52,750	63,300	84,400
5	57,000	68,400	91,200
6	61,200	73,440	97,950
	At least 20% of rental units	The remaining rental units	Homeowner units

B. Project Rationale:

*Why is this project needed? Will it assist an especially needy or underserved group?*

Among seniors, there is a critical demand for housing stock that is both smaller and affordable. About one-quarter of the homeless population in Marin County is over the age of 51<sup>1</sup>. This demand is bound to become even more acute as Marin's aging baby boom generation confronts the need to "scale down" from the single family multiple bedroom housing stock that is predominant in Marin. Indeed, in early 2012 the county housing authority had a waitlist of 2000 applicants for senior housing.

By providing smaller affordable housing for seniors, Peace Village will also relieve market pressures on other types of housing stock that might otherwise be occupied by this demographic. Additionally, since some residents may rely on Section 8, Peace Village also represents an opportunity to expand the stock of Section 8 housing outside of certain Marin communities in which it has typically been concentrated.

*For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

RCD is known as a cutting-edge, green builder. RCD ensures the long term sustainability of its properties by relying upon green building materials and practices, even if it means taking short term risks on new green building techniques and technologies. RCD developments typically include such green methods and materials as:

- The combination of a well-designed and well-insulated building envelope;
- Highly efficient appliances and mechanical equipment which exceed state energy codes and reduce operating costs;
- Low-flow plumbing fixtures which use less water;
- Non-toxic finishes and carefully designed ventilation systems which support occupants' health;
- Renewable energy in the form of rooftop solar thermal or photovoltaic panels; and
- Strategies for careful stewardship of materials, including construction waste management, and use of recycled or renewable materials.

C. Accessibility:

*What steps are you taking to make this project accessible to people with physical and other disabilities?*

Given the target population, universal accessibility will be of critical importance. In past senior-oriented developments RCD has incorporated such design features as a minimal amount of stairs, ramps approaching higher surfaces, elevators, grab bars, and easily removable cabinets. All units will be adaptable and reachable by elevator. At least five percent of the units will be accessible to the physically disabled, and an additional two percent accessible to the hearing and vision impaired.

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<sup>1</sup> "For Richer or for Poorer?" by Rachel Dovey, North Bay Bohemian, March 28, 2012.

- For further information, please call Roy Bateman at 473-6698. It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903.
- **APPLICATIONS SENT BY FAX OR E-MAIL WILL NOT BE ACCEPTED.**
- If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- The HOME regulations can be found at 24 CFR Part 92. Be sure to review the 2013 changes in the HOME regulations at <https://www.onecpd.info/resource/2333/24-cfr-part-92-home-investment-partnerships-program-final-rule/>.
- **Please consult with staff (Roy Bateman, phone 473-6698) before you file an application.**
- **Attach a pro forma and a sources and uses schedule.**
- **Applicants are encouraged to apply for Community Development Block Grant (CDBG) funds in at least the same amount as your HOME request. (Some projects may receive only HOME funds or only CDBG funds. For example, if your project needs a total of \$100,000, apply for \$100,000 from HOME and \$100,000 from CDBG.) The CDBG Program has a separate application form, which must be received by Friday, December 13, 2013.**
- Don't forget to fill out the Organizational Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**HOME PROPOSALS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013 AT 5:00 P.M.**

**Remember that we don't accept faxed or e-mailed applications.**

# RCD AGENCY POLICIES

CREATING AND PRESERVING AFFORDABLE HOUSING

## Housing Development Affirmative Fair Marketing Policy and Procedure

**Effective Date:** 9/1/05

**Ending Date (if applicable, otherwise "None"):** None

**Responsible for Enforcement:** Director of Housing Development

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**Policy:** RCD will provide and direct all staff, vendors and consultants to provide access to RCD housing opportunities as broadly as possible so that diverse communities, including ethnic, language and cultural minorities and other persons with special needs who income qualify may apply for housing at RCD developments.

**Purpose (optional):** To provide access to RCD housing opportunities to as diverse a population of low and very low income people as possible.

### **Procedures (if applicable):**

1. Project managers will verify the demographic composition of the community surrounding the proposed development.
2. Project managers will coordinate with staff in the services department to identify service providers and special needs groups.
3. Project managers will research media outlets serving the target groups that may be relevant in the project area.
4. Project managers will identify schools and churches in the project area and their contact persons.
5. Project managers will complete HUD form 935.2 for internal use and reference.
6. Project managers will develop the marketing and rent up budgets to take into account any costs related to a broad outreach effort including translation of documents, advertising in ethnic media and mailings to service providers.
7. At the start of lease up, project managers will provide the list of service providers, media outlets, schools and churches ("outreach list") to the property management agent as part of the lease up materials.
8. The Housing Development Director will receive a copy of the outreach list for each project.



Creating & Preserving Affordable Housing

# Resources for Community Development Homes that Build Community

A low-income family paying 50% of their income to rent and utilities can be stuck in a cycle of poverty where any unexpected cost tips the scale from getting by to going under water, putting their housing at risk, too.

RCD's quality housing *is* affordable, giving low-income people a foundation for a better future. The community resources that we develop offer:

- Affordable rent and professional property management
- Access to on-site resident services and community resources
- Green building features that are healthy and cost-efficient, and
- A safe home near transportation, jobs, retail, and services

RCD provides affordable housing to more than 3,500 low-income people. Since 1984, we have developed over 1750 units, with more than 35 percent for people with special needs.

Our properties include staff and property management offices, community rooms, computer rooms, and landscaped outdoor spaces – designed to support strong communities.

Newly constructed buildings and rehabilitations of older buildings use green building materials and methods to meet the highest standards of environmental sustainability to provide:

- A healthy indoor environment
- Energy conservation and lower energy costs
- Locations near public transit, retail and services, and jobs

Collaborations with local governments, lenders, investors, funders, and donors contribute greatly to our success in creating housing options that work for people with very low incomes.

The Bay Area needs more affordable housing for low-income residents. From single rooms to four-bedroom apartments, our housing will remain affordable for at least 50 years! Our mission is to create and preserve more affordable, services-enriched housing to help meet the need.



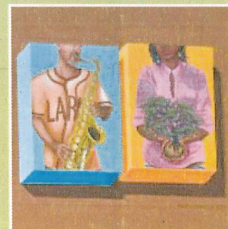
Resident Services and Property Management staff are onsite to provide information and workshops, referrals to other community resources, and to help residents solve problems



Green, healthy building materials and construction methods conserve resources and reduce waste, for healthy, energy efficient homes



Play yards and landscaped areas let kids and parents meet outdoors to connect with each other and with nature, and many properties have community garden spaces where they can grow food and flowers



Community rooms are open to all residents for after school and summer youth programs, budget and finance workshops, exercise classes, wellness discussions, emergency preparedness training, and more

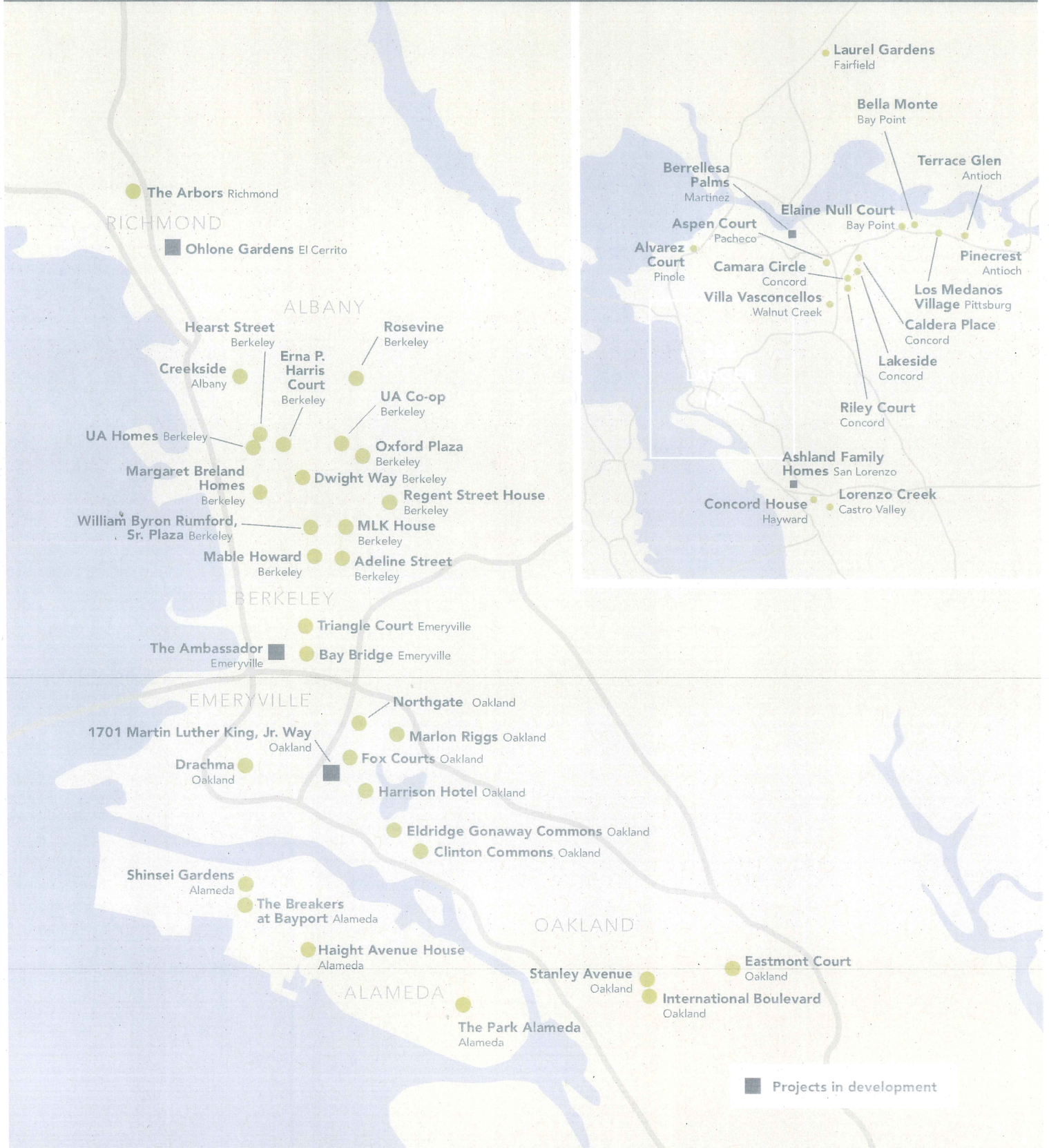
On-site amenities include computer rooms with internet access and training to build skills that transfer from home to school to work

Public art brings the work of local artists into the neighborhood for everyone to enjoy



Creating & Preserving Affordable Housing

# Resources for Community Development AFFORDABLE HOUSING



Sources and Uses Budget  
Peace Village Senior Housing  
9% Tax Credits  
40 Units

Development Sources	Amount	Predevelopment	Construction	Permanent	TOTAL
First Mortgage	1,474,349			1,474,349	1,474,349
Second Mortgage - Section 8	544,714			544,714	544,714
County CDBG	250,000		250,000		250,000
County HOME	1,250,000	18,000	1,232,000		1,250,000
9% Tax Credit Equity	9,633,696		963,370	8,670,326	9,633,696
Town Fee Waivers	239,130	80,000	159,130	-	239,130
MCF soft loan	650,000		650,000		650,000
AHP	390,000		390,000		390,000
Marin Community Foundation - predevelopment grant	407,000	407,000			407,000
Marin Community Foundation - hard loan	-		-		-
Proceeds from land sale to school	1,500,000		1,500,000	-	1,500,000
Tamalpais Pacific	75,000	75,000			75,000
Deferred Developer Fee	206,004			206,004	206,004
					-
Predevelopment Loan	522,025	522,025	(522,025)	-	-
Construction Loan	9,441,455		9,441,455	(9,441,455)	-
Acquisition Loan (MCF)	1,500,000	1,500,000	(1,500,000)		-
<b>Total</b>	<b>16,619,892</b>	<b>2,602,025</b>	<b>11,015,405</b>	<b>1,453,938</b>	<b>16,619,892</b>

Development Costs	Project Total	Predevelopment	Construction	Permanent	TOTAL
<b>Predevelopment</b>					
Survey	12,000	12,000	-		12,000
Environmental - Phase 1	20,000	20,000	-		20,000
Asbestos/Lead Survey	5,000	5,000	-		5,000
Traffic and Parking Study	8,500	8,500	-		8,500
Land Appraisal	5,500	5,500	-		5,500
Accoustic Analysis	6,500	6,500	-		6,500
Archaeological	10,000	10,000	-		10,000
Geotechnical Report and Oversight	41,000	15,000	26,000		41,000
Arborist Study	3,500	3,500	-		3,500
<b>TOTAL</b>	<b>112,000</b>				<b>112,000</b>
<b>Acquisition</b>					
Purchase Price	1,500,000	1,500,000	-		1,500,000
Legal - Incl. legal defense costs	5,000	5,000	-		5,000
Title & Recording	12,000	12,000	-		12,000
Transfer Taxes	1,650	1,650	-		1,650
Commercial Development Consultant	50,000	50,000	-		50,000
<b>TOTAL</b>	<b>1,568,650</b>				<b>1,568,650</b>
<b>Design Costs</b>					
A&E	800,000	600,000	200,000		800,000
Waterproofing Consultant	25,000	20,000	5,000		25,000
Civil Engineer	50,000	20,000	30,000		50,000
<b>TOTAL</b>	<b>875,000</b>				<b>875,000</b>
<b>Construction</b>					
Hard Cost	6,825,000		6,825,000		6,825,000
Hard Cost Contingency	682,500		682,500		682,500
Construction Testing	65,000		65,000		65,000
Construction Management	75,000	-	75,000		75,000
Common Area Furnishings	65,000		65,000		65,000
<b>TOTAL</b>	<b>7,712,500</b>				<b>7,712,500</b>
<b>Permits and Fees</b>					
Impact Fees	449,379	-	449,379		449,379
Plan Check & Building Permit Fees	239,130	80,000	159,130		239,130
Utility Hookups	490,400	75,000	415,400		490,400
<b>TOTAL</b>	<b>1,178,909</b>				<b>1,178,909</b>
<b>Construction Financing</b>					
Construction Loan Fee	108,577		108,577		108,577
Construction Lender Costs	30,000		30,000		30,000
Lender Legal	35,000		35,000		35,000
Construction Interest	597,959		597,959		597,959
Title & Recording	20,000		20,000		20,000
Owner Legal	43,000		43,000		43,000
<b>TOTAL</b>	<b>834,536</b>				<b>834,536</b>
<b>Perm Financing</b>					
Permanent Loan Fee	10,095		10,095		10,095
Title	15,000		-	15,000	15,000
Legal	5,000		-	5,000	5,000
<b>TOTAL</b>	<b>30,095</b>				<b>30,095</b>
					-

Sources and Uses Budget  
Peace Village Senior Housing  
9% Tax Credits  
40 Units

Development Sources	Amount	Predevelopment	Construction	Permanent	TOTAL
First Mortgage	1,474,349			1,474,349	1,474,349
Second Mortgage - Section 8	544,714			544,714	544,714
County CDBG	250,000		250,000		250,000
County HOME	1,250,000	18,000	1,232,000		1,250,000
9% Tax Credit Equity	9,633,696		963,370	8,670,326	9,633,696
Town Fee Waivers	239,130	80,000	159,130	-	239,130
MCF soft loan	650,000		650,000		650,000
AHP	390,000		390,000		390,000
Marin Community Foundation - predevelopment grant	407,000	407,000			407,000
Marin Community Foundation - hard loan	-		-		-
Proceeds from land sale to school	1,500,000		1,500,000	-	1,500,000
Tamalpais Pacific	75,000	75,000			75,000
Deferred Developer Fee	206,004			206,004	206,004
					-
Predevelopment Loan	522,025	522,025	(522,025)	-	-
Construction Loan	9,441,455		9,441,455	(9,441,455)	-
Acquisition Loan (MCF)	1,500,000	1,500,000	(1,500,000)		-
<b>Total</b>	<b>16,619,892</b>	<b>2,602,025</b>	<b>11,015,405</b>	<b>1,453,938</b>	<b>16,619,892</b>

Development Costs	Project Total	Predevelopment	Construction	Permanent	TOTAL
Carrying Costs					-
Predevelopment Loan Costs	240,938		240,938		240,938
Liability Insurance	10,000		10,000	-	10,000
Builder's Risk Insurance	75,000		75,000		75,000
Property Taxes	46,875	46,875	-		46,875
Security-Construction Period	75,000		75,000		75,000
Property Maintenance Costs	10,000	10,000			10,000
<b>TOTAL</b>	<b>457,813</b>				<b>457,813</b>
Syndication Costs					-
Acctng.- Audit/Tax Returns/Cost Cert.	17,000		5,000	12,000	17,000
Owner Legal	20,000		20,000	-	20,000
Consultant	45,000	10,000	35,000	-	45,000
TCAC Fees	65,103	2,000	63,103		65,103
<b>TOTAL</b>	<b>147,103</b>				<b>147,103</b>
Soft Costs					-
Marketing /Rentup	80,000		80,000		80,000
Market Study	15,000	15,000	-		15,000
Soft Cost Contingency	188,553	68,500	120,053	-	188,553
<b>TOTAL</b>	<b>283,553</b>				<b>283,553</b>
Developer Fee (incl deferred dev fee)	1,400,000	-	250,000	1,150,000	1,400,000
Reserves					-
Operating Reserve	126,810			126,810	126,810
Section 8 Reserve	70,128			70,128	70,128
Services Reserve	75,000			75,000	75,000
<b>TOTAL</b>	<b>271,938</b>				<b>271,938</b>
<b>Total Development Cost</b>	<b>16,619,893</b>	<b>2,602,025</b>	<b>11,015,405</b>	<b>1,453,938</b>	<b>16,619,893</b>



**Unit Mix and Rents**

Peace Village Senior Housing  
 9% Tax Credits  
 40 Units

\* based on AMI rent expected

No. of Units	Unit Type	Residential SF	Regulated Affordability	AMI Rent Expected	Rents	Utility Allowance	Net Rent	Annual Income	Hsid Income*	Section 8 Units
4	1 Bedroom	550	30%	30%	\$ 594	\$ 37	\$ 557	\$ 26,736	\$ 23,745	4
4	1 Bedroom	550	40%	40%	\$ 791	\$ 37	\$ 754	\$ 36,192	\$ 31,660	4
31	1 Bedroom	550	50%	50%	\$ 988	\$ 37	\$ 951	\$ 353,772	\$ 39,575	
1	2 Bedroom Manager's	675					\$ 1,376			
40	Total Units					All Units		\$ 416,700		8

**Cashflow Analysis**  
Peace Village Senior Housing  
9% Tax Credits  
40 Units

Year	Operating Expenses per Unit: \$ 6,688													
	1 2017	2 2018	3 2019	4 2020	5 2021	6 2022	7 2023	8 2024	9 2025	10 2026	11 2027	12 2028	13 2029	14 2030
Income:														
Rental Income	\$ 416,700	\$ 427,118	\$ 437,795	\$ 448,740	\$ 459,959	\$ 471,458	\$ 483,244	\$ 495,325	\$ 507,708	\$ 520,401	\$ 533,411	\$ 546,747	\$ 560,415	\$ 574,426
Vacancy and Loss	(20,835)	(21,356)	(21,890)	(22,437)	(22,998)	(23,573)	(24,162)	(24,766)	(25,385)	(26,020)	(26,671)	(27,337)	(28,021)	(28,721)
Section 8 Increment*	\$ 70,128	\$ 71,180	\$ 72,248	\$ 73,331	\$ 74,431	\$ 75,548	\$ 76,681	\$ 77,831	\$ 78,999	\$ 80,184	\$ 81,386	\$ 82,607	\$ 83,846	\$ 85,104
Vacancy and Loss - Section 8	(3,506)	(3,559)	(3,612)	(3,667)	(3,722)	(3,777)	(3,834)	(3,892)	(3,950)	(4,009)	(4,069)	(4,130)	(4,192)	(4,255)
Laundry and Other Income	1,500	1,538	1,576	1,615	1,656	1,697	1,740	1,783	1,828	1,873	1,920	1,968	2,017	2,068
Total	\$ 463,987	\$ 474,920	\$ 486,117	\$ 497,583	\$ 509,326	\$ 521,352	\$ 533,669	\$ 546,282	\$ 559,199	\$ 572,429	\$ 585,978	\$ 599,854	\$ 614,066	\$ 628,621
Expense:														
Administration	\$ (55,630)	\$ (57,577)	\$ (59,593)	\$ (61,678)	\$ (63,837)	\$ (66,071)	\$ (68,384)	\$ (70,777)	\$ (73,255)	\$ (75,818)	\$ (78,472)	\$ (81,219)	\$ (84,061)	\$ (87,003)
Management Fee	(21,962)	(22,730)	(23,526)	(24,349)	(25,202)	(26,084)	(26,997)	(27,942)	(28,919)	(29,932)	(30,979)	(32,064)	(33,186)	(34,347)
Utilities	(35,993)	(37,253)	(38,557)	(39,906)	(41,303)	(42,748)	(44,245)	(45,793)	(47,396)	(49,055)	(50,772)	(52,549)	(54,388)	(56,291)
Property Insurance	(23,875)	(24,710)	(25,575)	(26,470)	(27,397)	(28,356)	(29,348)	(29,348)	(30,375)	(31,438)	(32,539)	(33,677)	(34,856)	(36,076)
Property Assessments	(19,920)	(20,617)	(21,339)	(22,086)	(22,859)	(23,659)	(24,487)	(25,344)	(26,231)	(27,149)	(28,099)	(29,083)	(30,100)	(31,154)
Maintenance	(69,956)	(72,404)	(74,938)	(77,561)	(80,276)	(83,085)	(85,993)	(89,003)	(92,118)	(95,342)	(98,679)	(102,133)	(105,708)	(109,407)
Services	(25,000)	(25,875)	(26,781)	(27,718)	(28,688)	(29,692)	(30,731)	(31,807)	(32,920)	(34,072)	(35,265)	(36,499)	(37,777)	(39,099)
Replacement Reserves	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)
Total	\$ (267,528)	\$ (276,331)	\$ (285,443)	\$ (294,873)	\$ (304,634)	\$ (314,736)	\$ (325,192)	\$ (336,014)	\$ (347,214)	\$ (358,807)	\$ (370,805)	\$ (383,223)	\$ (396,076)	\$ (409,379)
Net Operating Income:	\$ 196,459	\$ 198,589	\$ 200,674	\$ 202,710	\$ 204,692	\$ 206,616	\$ 208,477	\$ 210,288	\$ 211,985	\$ 213,622	\$ 215,173	\$ 216,631	\$ 217,990	\$ 219,242
Perm Debt	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)	(112,902)
Sec 8 Debt	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)	(57,932)
Marin Community Fund third loan	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Debt Service	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)	(170,834)
DCR	1.15	1.16	1.17	1.19	1.20	1.21	1.22	1.23	1.24	1.25	1.26	1.27	1.28	1.28
Cash Flow	\$ 25,625	\$ 27,755	\$ 29,840	\$ 31,876	\$ 33,859	\$ 35,783	\$ 37,643	\$ 39,434	\$ 41,152	\$ 42,789	\$ 44,339	\$ 45,797	\$ 47,156	\$ 48,409
Deferred Developer Fee	\$ 625	\$ 2,755	\$ 4,840	\$ 6,876	\$ 8,859	\$ 10,783	\$ 12,643	\$ 14,434	\$ 16,152	\$ 17,789	\$ 19,339	\$ 20,797	\$ 22,156	\$ 23,409
Investor Asset Management Fee	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Partnership Management Fees	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Sponsor Distributions														
City Funds														

\*For purposes of cash flow analysis, the Section 8 contract is assumed to be for 15 years, renewed annually thereafter.

Cashflow Analysis  
Peace Village Senior Housing  
9% Tax Credits  
40 Units

	Year	15	16	17	18	19	20
		2031	2032	2033	2034	2035	2036
<b>Income:</b>							
Rental Income	2.50%	\$ 588,786	\$ 603,506	\$ 618,593	\$ 634,058	\$ 649,910	\$ 666,158
Vacancy and Loss	5.00%	(29,439)	(30,175)	(30,930)	(31,703)	(32,495)	(33,308)
Section 8 Increment*	1.50%	\$ 86,381	\$ 87,676	\$ 88,991	\$ 90,326	\$ 91,681	\$ 93,056
Vacancy and Loss - Section 8	5.00%	(4,319)	(4,384)	(4,450)	(4,516)	(4,584)	(4,653)
Laundry and Other Income	2.50%	\$ 2,119	\$ 2,172	\$ 2,227	\$ 2,282	\$ 2,339	\$ 2,398
<b>Total</b>		<b>\$ 643,528</b>	<b>\$ 658,795</b>	<b>\$ 674,432</b>	<b>\$ 690,448</b>	<b>\$ 706,851</b>	<b>\$ 723,651</b>
<b>Expense:</b>							
Administration		\$ (90,049)	\$ (93,200)	\$ (96,462)	\$ (99,838)	\$ (103,333)	\$ (106,949)
Management Fee		\$ (35,549)	\$ (36,794)	\$ (38,081)	\$ (39,414)	\$ (40,794)	\$ (42,222)
Utilities		\$ (58,262)	\$ (60,301)	\$ (62,411)	\$ (64,596)	\$ (66,857)	\$ (69,196)
Property Insurance		\$ (37,339)	\$ (38,646)	\$ (39,998)	\$ (41,398)	\$ (42,847)	\$ (44,347)
Property Assessments		\$ (32,244)	\$ (33,373)	\$ (34,541)	\$ (35,750)	\$ (37,001)	\$ (38,296)
Maintenance		\$ (113,237)	\$ (117,200)	\$ (121,302)	\$ (125,547)	\$ (129,942)	\$ (134,490)
Services		\$ (40,467)	\$ (41,884)	\$ (43,350)	\$ (44,867)	\$ (46,437)	\$ (48,063)
Replacement Reserves		\$ (16,000)	\$ (16,000)	\$ (16,000)	\$ (16,000)	\$ (16,000)	\$ (16,000)
<b>Total</b>		<b>\$ (423,147)</b>	<b>\$ (437,397)</b>	<b>\$ (452,146)</b>	<b>\$ (467,411)</b>	<b>\$ (483,210)</b>	<b>\$ (499,563)</b>
<b>Net Operating Income:</b>		<b>\$ 220,381</b>	<b>\$ 221,399</b>	<b>\$ 222,287</b>	<b>\$ 223,037</b>	<b>\$ 223,641</b>	<b>\$ 224,089</b>
Perm Debt		\$ (112,902)	\$ (112,902)	\$ (112,902)	\$ (112,902)	\$ (112,902)	\$ (112,902)
Sec 8 Debt		\$ (57,932)					
Marin Community Fund third loan		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Debt Service</b>		<b>\$ (170,834)</b>	<b>\$ (112,902)</b>	<b>\$ (112,902)</b>	<b>\$ (112,902)</b>	<b>\$ (112,902)</b>	<b>\$ (112,902)</b>
<b>DCR</b>		<b>1.29</b>	<b>1.96</b>	<b>1.97</b>	<b>1.98</b>	<b>1.98</b>	<b>1.98</b>
<b>Cash Flow</b>		<b>\$ 49,547</b>	<b>\$ 108,497</b>	<b>\$ 109,385</b>	<b>\$ 110,135</b>	<b>\$ 110,739</b>	<b>\$ 111,187</b>
Deferred Developer Fee		\$ 24,547					
Investor Asset Management Fee		\$ 5,000					
Partnership Management Fees		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Sponsor Distributions							
City Funds							

\*For purposes of cash flow analysis, the Section

## Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Resources for Community Development

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	89.9%
Low income people	98.1%
People above the low income limits	1.9%

<b>Percentages (%)</b>	<b>Clients Your Organization Serves</b>	<b>Clients for this Project</b>	<b>Support Staff</b>	<b>Total Staff</b>	<b>Board</b>	<b>Advisory Committee</b>
<b>Ethnic/Racial Demographics</b>						
Asian-American/Pacific Islander	12.0%			21%	7%	
African-American/Black	36.5%			22%	36%	
Caucasian/White	20.5%			46%	50%	
Native American	0.9%					
Mixed Heritage	1.8%					
Unknown/other	28.3%			11%	7%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	21.6%			7%	7%	
NOT of Latino/ Hispanic Origin	78.4%			93%	93%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old						
6-17						
18-24						
25-59				93%	57%	
60 +				7%	43%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female	54.2%			72%	57%	
Male	45.8%			28%	43%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>						
	4.8%					

<b>Involvement of Clients Your Organization Serves</b>	<b>Percent of Board/Committee Members Who Are Clients</b>
On Governing Board	5 (5 of 14 are CHDO Eligible)
On Advisory Committee	N/A

**Organization Profile – 2014-15 Data Collection Pilot****Income Limits**

<b>Household Size</b>	<b>Very Low Income Limit (≈50% of Median Income)</b>	<b>Low Income Limit (≈80% of Median Income)</b>
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950





new train station, but will also allow for a modernization and expansion of their facilities that serve seniors all over Marin and create critically needed affordable housing for seniors.

Whistlestop has partnered with Eden Housing to help realize their vision for a new facility that will include up to 51 units of on-site affordable senior housing to complement its Active Aging Center and Jackson Café. These affordable housing units will be owned separately by a tax credit partnership controlled by an Eden affiliate. This affordable component is the subject of this application.

### ***Community Benefits***

The new Whistlestop development will allow a highly respected and admired local non-profit to continue serving Marin County seniors and meet the growing demand for their services.

According to a recent article in the Marin Independent Journal, more than one in every three Marin residents will be 65 or older by 2030. Meeting the needs of this so called "Silver Tsunami" will require a variety of improvements to available services including more convenient public transit, improved access to affordable health care, and increased availability of congregate meal and home-delivered food programs. Whistlestop – as the oldest and largest senior services provider, the paratransit operator for the whole County and with its location at Marin County's regional transportation hub (Bettini Transit Center) and future SMART station – is ideally positioned to help meet these needs and serve the aging population in Marin in the most efficient way possible. Its central location and transit options will make it easier for seniors to travel to the center, and the expanded building space will allow Whistlestop to continue leveraging partnerships with other non-profits to offer a wide array of services to seniors (health clinics, screenings, etc.).

The new development will also provide up to 51 units of critically needed affordable housing for seniors. These one bedroom units will provide homes to very low to extremely low income seniors, aged 55 and older, who earn less than 50% of Area Median Income. The project will include high quality amenities including a community room, a computer center and library, and landscaped courtyards and furnished lobbies for casual social interaction. The affordable units will not only offer quality, safe homes at an affordable price, but as the first affordable transit-oriented community for older adults in Marin County, the development will also allow residents a high degree of mobility without a car. Combined with the on-site services offered by Whistlestop and the amenities in nearby downtown San Rafael, seniors will be able to live a rich, engaged life.

Finally, the new Whistlestop building will offer opportunities to create a key gateway development into the City. Eden and its design team have already laid the ground work to collaborate with SMART to ensure that the station and building work together aesthetically and improve the urban environment for downtown shoppers, diners and other visitors. This kind of collaboration and leadership from the private and non-profit sector is particularly needed in an era without redevelopment agencies. The team will work with community stakeholders to design an anchor development with elements of civic gathering spaces that will activate, improve and enliven this corner of downtown San Rafael for all residents.

### ***Proximity to Transit, Services and Amenities for Future Residents***

Whistlestop Senior Housing will be developed on a quintessential infill site, located in the downtown area, and close to transportation, services, and community amenities. The future SMART train station will be located adjacent to development and will offer seniors the ability to travel easily through Marin and Sonoma counties. For more local trips, seniors will be able to walk two blocks to the Bettini Transportation Center where there are over 16 separate bus routes operated by three carriers including Marin Transit, Golden Gate Transit and Sonoma County Transit. In addition, Marin's Whistlestop Wheels Para-Transit service will be available on-site for all residents.

Residents will also be able to partake in the senior services offered on-site in the Whistlestop Active Aging Center. Seniors will find enrichment and fitness courses, special events, game groups, specialty groups, and outreach services that bring people together, encourage social connections, and create new learning experiences. Finally, residents will also be eligible to receive low-cost lunches in the on-site Jackson Café, a program operated by Whistlestop. Other important amenities within 0.5 miles include a Walgreens, several banks, retail stores and restaurants and coffee shops.

### ***Affordability***

We plan to finance the housing component through the Low Income Housing Tax Credit Program (9% credits). As such, a Regulatory Agreement will be recorded on title requiring that the housing remain affordable at 50% of Area Median Income for a period of 55 years. Other projected financing sources may add other regulatory constraints.



**6. Total Project Cost:**

Include all costs for this particular project, regardless of source. Also attach a pro forma and a sources and uses schedule.

The total project cost for this project is projected to be \$22,530,134 -- with the residential component totaling \$17,959,532. Approximately 60% of the site will consist of affordable senior housing and 40% for Whistlestop administrative and program uses. The attached pro forma and sources and uses schedule details the commercial and residential uses both separately and in combination.

**7. Project Budget for Use of HOME Program Funds:**

Budget should include estimate of costs, such as land or building acquisition costs, construction costs, rehabilitation costs, architectural and engineering fees, etc. Be as accurate and comprehensive as possible. **WARNING:** If your project includes rehabilitation, describe your plans to comply with federal lead paint regulations.

HOME funds would be used exclusively for construction costs.

**8. Other Sources of Funds:**

How will you meet the HOME Program matching funds requirement? Include amounts, sources, use, commitment, and timing of all public and private funds other than HOME funds. Be sure to list any federal assistance (including tax credits and CDBG), local public agency assistance (such as fees waived), and private assistance (such as the interest saved on below market rate loans). Are the other funds firmly committed?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Marin Community Foundation	Predevelopment & Construction	\$200,000	2013	Yes	10/3/2013	Spring 2014
Marin Workforce Housing Trust	Construction	\$500,000	11/2013	No	N/A	N/A
City of San Rafael	Predevelopment & Construction	\$1,500,000	N/A	No	N/A	N/A
AHP	Construction	\$500,000	N/A	No	N/A	N/A
LP Tax Credit Equity Investment	Construction	~\$12 million	N/A	No	N/A	N/A

**9. Project Implementation:** Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation? How quickly will you be able to spend the requested funding?

Eden Housing will be primarily responsible for implementing the project, but is partnering with Whistlestop, the current land owner and commercial space owner of the new project. Eden and Whistlestop have entered into an agreement that will defines how the two organizations will implement the development, financial, ownership, construction, and operational responsibilities for the project.

A Project Developer has been assigned the day to day responsibility for moving the project forward with support from the Director of Real Estate Development and the Executive Director. Eden has hired the architecture firm of Forsher + Guthrie. Working with Forsher + Guthrie, Eden and Whistlestop will work to secure all land use approvals from the City of San Rafael, as well as CEQA and NEPA approvals.

The current estimated project schedule is as follows:

2/2013 to 12/2013	Design Development
1/2014 to 12/2014	Public Approvals
3/2015 to 06/2015	Final Financing Commitments (Tax Credit Application/Award)
11/2015 to 5/2017	Construction
1/2017 to 6/2017	Rent Up

HOME funds will be spent on Construction, beginning November 2015.

**10. Equal Opportunity Commitment:** *Discuss your plans for recruiting women- and minority-owned firms to bid on the design and construction of this project, and your plans to provide employment opportunities to low-income people and businesses owned by low-income people.*

Outreach to women and minority owned construction firms

Eden will work with a general contractor to strategize maximum outreach to potential Minority Business Enterprises/ Women Business Enterprises (MBE/WBE) prior to subcontractor bidding. In addition to industry sources and contacts that the general contractor may have, which may include local Apprenticeship programs and training programs, Eden will outreach through both government affiliated and independent non-profit training and job-force development programs in Marin County. Eden will encourage the general contractor to look at MBE/WBE candidates for non-construction positions, such as administrative help in the contractor's office, if possible.

Eden requires (via its contract with the General Contractor) that its contractors use best efforts by taking the following steps:

1. Request for sub bids from MBE/WBE Subcontractors/ Suppliers through bid advertisements and contacting local agencies for list of subcontractors.
2. Contractor must advertise the project in certain trade papers indicating that it's a MBE/WBE project and that there will be potential employment opportunities (i.e. Marin Independent Journal).
3. Contractor to check in with workforce developments agencies for list of available MBE/WBE workers.
4. Contractor to post flyers looking for potential new hires in the neighborhood of the jobsite, which identify the positions to be filled. Also post in other places such as Goodwill and the Housing Authority.
5. Contractor to include MBE/WBE clause in all subcontracts that requires subcontractors to make a great effort to hire MBE/WBE low income workers, maintain records, and forward them to the general contractor and Eden for our files. Subcontractors must undergo the same process as the general contractor in looking for new MBE/WBE hires.

*Which demographic groups are least likely to apply for your housing, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Affirmative Marketing

The market area for Whistlestop Senior Housing is Marin County. The ethnic diversity of Marin's population is low but is increasing. In 1990, 88.7% of the population was white and 11.3% was African-American, Asian, Pacific Islander, or of other races. People of Hispanic origin (who may be of any racial group) made up 7.8% of the population. According to the 2000 Census, the nonwhite population increased to 16% and the Hispanic population to 11.1%. The white population was 84%. And for 2010, the nonwhite population increased to 20% and the Hispanic population to 15.5%.

According to the 2010 Census, the racial composition of the City of San Rafael is 70.6% White, 2.0% African-American, 1.2% American Indian/Alaska Native, 6.1% Asian, 0.2% Native Hawaiian/Pacific Islander, 14.8% other population, 5.1% two or more races, and 30% Hispanic or Latino.

The racial composition for the Census Tract of the neighborhood is similar to that of San Rafael as well as Marin County, with some variation in the smaller minority numbers (see table), and Latinos being the predominant minority group.

Eden Housing is eager to serve the minority market for senior housing in the market area. The table below shows the racial composition for Marin County, San Rafael, the Census Tract population, and Eden's portfolio.

COMPARISON OF RACIAL COMPOSITION (%)				
Ethnicity	Marin County	City of San Rafael	Census Tract 1110	Eden portfolio
White	80	70.6	72.8	29.7
Black/African-American	2.8	2.0	3.1	20.7
American Indian/Alaska Native	0.6	1.2	1.8	1.5
Asian	5.5	6.1	5.7	15.6
Native Hawaiian/Pacific Islander	0.2	0.2	0.4	
Other	6.7	14.8	11.3	15.6
Two or more races	4.2	5.1	5.0	
Hispanic or Latino	15.5	30	23.8	29
Total	100%	100%	100%	100%
Total Number of People	252,409	57,713	5,237	

Source: 2010 Census and Eden Housing Management Portfolio

Eden will make efforts to reach out all the minority populations in San Rafael and Marin County. In addition, as mentioned below, Eden will contact churches with large minority constituents in an effort to make sure that these minority communities have every opportunity to apply for residency at Whistlestop Senior Housing.

Based on Eden's track record in affirmative outreach and marketing, Whistlestop Senior Housing will have a resident population that is more ethnically diverse than the population of the Census Tract of the project, the City of San Rafael, and Marin County. The diversity of the Eden's resident population increases Eden's confidence that it will capture a significant minority market for Whistlestop Senior Housing.

Outreach Efforts to Minority Senior and Religious Organizations

By creating an awareness of the project in the minority communities and incorporation of a sensitivity to cultural/ethnic issues in the building and service programs, Whistlestop Senior Housing will provide a much needed opportunity to minorities for quality affordable senior housing. Eden Housing, Inc. will continue to build on links to the minority communities. The following minority organizations are a sample of the organizations that will be contacted as part of the Affirmative Fair Housing Marketing Plan for this project:

- Whistlestop Senior Center, San Rafael (Hispanic, Vietnamese, Persian, Russian)<sup>1</sup>
- Margaret Todd Senior Center - Alma Latina Club, Novato (Hispanic)
- Canal Welcome Center, San Rafael (all minorities)
- Marin City Senior Center, Sausalito (African-American, East Indian, Hispanic)
- Grassroots Leadership Network, San Rafael (all minorities)
- Spectrum LGBT, San Rafael (Lesbian, Gay, Bisexual, Transgender)
- Fair Housing of Marin, San Rafael (all minorities)

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<sup>1</sup> Eden's partnership with Whistlestop provides instant access to a broad and diverse client base that we will reach out to for this project. The majority of clients that Whistlestop serves at their Active Aging Center are from groups that we will want to target under the affirmative marketing process. Whistlestop serves over 5,000 unduplicated older adults with the following demographic profile:

- Average age is 72.
- 79% are female; 21% are male.
- 39% are white; 33% are Hispanic or Latino; 15% are Asian; 8% are Persian; and 2% are African American; and 3% represent other nationalities.
- 84% report being at low to very low annual income levels: 16% under \$10,000; 53% between \$10,001 and \$20,000; and 15% between \$20,001 and \$30,000.

Whistlestop will incorporate all of its existing marketing communications strategies and programs to encourage clients to apply for the new affordable housing opportunity. Whistlestop can provide personalized assistance helping clients complete the appropriate application forms using our trained multicultural and bilingual staff.

In addition to secular organizations serving minority groups, the following churches and religiously based organizations have been contacted and will be part of the marketing plan:

- Episcopal Senior Communities
- San Rafael First United Methodist Church
- Valley Baptist Church
- Saint Raphael Church & Mission San Rafael Archangel
- Open Door Christian Church

Eden will outreach to these faith communities and seek to deepen its relationship with them as the project moves through predevelopment/design/construction to the marketing phase. Eden also will advertise the property in regional newspapers and minority-owned newspapers.

*How will your project affirmatively further fair housing?*

The housing component of the development will include up to 49 1-bedroom apartments and 1 2-bedroom manager apartment. The 1-bedroom apartments will be rented exclusively to lower income older adults age 55 and older with incomes below 50% of Marin County Area Median Income. As described more fully above, due to the comprehensive racial/ethnic diversity of the population already served by Eden Housing and our partner Whistlestop, this project is uniquely positioned to attract substantial numbers of racial/ethnic minority applicants, thereby resulting in an almost certain diverse racial/ethnic resident population. Eden will work closely with Whistlestop to marketing the housing to racial/ethnic minority groups (leveraging their racially/ethnically diverse client base) and to ensure that all affirmative fair housing requirements set by the County of Marin, and by the HOME and CDBG program are met or exceeded.

**11. Need for the Project:**

**A. Need Group**

*What groups or individuals will benefit from the project? What income level will the project serve? Be specific! Also, describe how you will provide for long-term affordability.*

Low, very low and extremely low income older adults, age 55 and older, will benefit from the project. Resident incomes will be limited to households with incomes at or below 50% of the Marin County Area Median Income, with some of these units designated to serve Extremely Low Income seniors. By the incorporation of Low Income Housing Tax Credits, regulations will be recorded on title requiring the development to remain affordable to residents with incomes at or below 50% of Area Median Income for a 55-year term, with all residents' income re-certified annually.

**HOME Income Limits**

Household Size	50% of Median Income	60% of Median Income	80% of Median Income
1	\$36,950	\$44,340	\$59,100
2	42,200	50,640	67,550
3	47,500	57,000	76,000
4	52,750	63,300	84,400
5	57,000	68,400	91,200
6	61,200	73,440	97,950
	At least 20% of rental units	The remaining rental units	Homeowner units

**B. Project Rationale:**

*Why is this project needed? Will it assist an especially needy or underserved group?*

Warner Creek Senior Housing will make an impact on what many have acknowledged as one of the foremost social problems in one of the nation's highest-income counties, namely a lack of affordable housing. Seniors are among the vulnerable populations affected by the lack of affordable housing. Most seniors live on fixed pension or social security incomes and are often times forced to choose between paying for their housing and paying for other important needs, such as medicine. The Census Bureau assessed that more than 71% of Marin retirees receive Social Security income at a mean rate of \$15,838, an amount that falls short of what the Elder Index calculates to be the income required for a senior person to be able to live in Marin. A retiree in Marin with these earnings would only be able to afford \$396 per month for rent, based on paying 30% of one's income (a standard measure of housing costs).

The number of elderly in Marin County, and across the nation, only continues to grow. According to a report from the Marin County Division of Aging and Adult Services, "...the older population in Marin is increasing rapidly. Between 2005 and 2010, the number of Marin residents over 60 is projected to grow to 75,900, with the largest increase in the 70 to 79 year old cohort. ABAG projects that by 2012, almost 30% of Marin residents will be over age 60. This trend continues well into the foreseeable future, only slowing after 2030." Additionally, the California Department of Finance predicts that the elderly population will comprise 26% of the population increase in Marin over the next 40 years, with the greatest percentage increase in those elderly over 75 years of age. The Marin Commission on Aging (MCA) predicts even greater increases in Marin's elderly population. By the year 2020, according to MCA, one out of every three Marin residents will be 60 years of age or older.

Regional plans and assessments also document the need for this affordable housing. The ABAG Regional Housing Needs Assessment calls for 618 very low income housing units (those below 50% of AMI) to be built in Marin County between 2014 and 2022, and 240 very low income housing units to be built in San Rafael. Whistlestop Senior Housing's 51 units will meet 8% of Marin County's need and 21% of San Rafael's need.

Finally, the need for affordable housing in Marin is further evidenced by the low-vacancy rates and long-waiting lists at other affordable housing projects in the market area. In fact, both of Eden's existing properties in Marin have closed waitlists.

*For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

#### Green Building

Eden is an experienced "green" developer and is committed to incorporating green building principles into the design and construction of the project. We have been developing energy efficient buildings with durable, healthy materials and bay friendly landscapes with low water requirements for years. Our Sara Conner Court development was one of the first Green Point Rated projects in the Bay Area and we were named the Build it Green Affordable Developer of the Year for 2013. Our green strategy is guided by the requirements of our state funders, our participation in local technical assistance and rating programs, and our engagement of architects that are on the leading edge of green. We find that integrating green building principles into our developments can be an important means of building support for our work.

This project will be participating in the GreenPoint Rated (GPR) program and is expected to exceed the 100 points under this program. The development will meet or exceed green building requirements by the City of San Rafael.

#### C. Accessibility:

*What steps are you taking to make this project accessible to people with physical and other disabilities?*

Eden's practice is to make all units located on the ground floor or on a floor served by an elevator "adaptable" regardless of funding source and to "build-out" at least 5% of units where federal funding requires that we meet the Uniform Federal Accessibility Standards (UFAS). In addition, at least 2% of the units will be equipped to suit the needs of the hearing or visually impaired.

We would like our senior residents to be able to age in place and encourage this by building senior properties in which all units can be accessed on grade or by elevator and all units are adaptable for accessibility. This practice is memorialized in our design guidelines, which are provided to our architect and general contractor at the beginning of a project and when they are periodically updated. Specifically, we plan to do the following for all senior units:

- Install grab bars in all showers
- Install backing for future installation of grab bars at toilets
- Build removable base cabinets at kitchens and bathroom sinks
- Install finishes that recognize seniors' distinct needs (e.g., provide pulls on all cabinet doors, provide good lighting)

Eden is an equal opportunity housing provider and employer and has adopted a non-discrimination policy. A non-discrimination statement is included in the footer of our letterhead and website and the equal housing opportunity logo and statement are posted in our central and property offices. Our property management affiliate Eden Housing Management, Inc. has an established fair housing and reasonable accommodations policy.

- For further information, please call Roy Bateman at 473-6698. It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903.
- **APPLICATIONS SENT BY FAX OR E-MAIL WILL NOT BE ACCEPTED.**
- If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit [www.marincdbg.com](http://www.marincdbg.com) or [www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm](http://www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm).
- The HOME regulations can be found at 24 CFR Part 92. Be sure to review the 2013 changes in the HOME regulations at <https://www.onecpd.info/resource/2333/24-cfr-part-92-home-investment-partnerships-program-final-rule/>.
- **Please consult with staff (Roy Bateman, phone 473-6698) before you file an application.**
- **Attach a pro forma and a sources and uses schedule.**
- **Applicants are encouraged to apply for Community Development Block Grant (CDBG) funds in at least the same amount as your HOME request. (Some projects may receive only HOME funds or only CDBG funds. For example, if your project needs a total of \$100,000, apply for \$100,000 from HOME and \$100,000 from CDBG.) The CDBG Program has a separate application form, which must be received by Friday, December 13, 2013.**
- Don't forget to fill out the Organizational Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org). This form and other County documents are available in alternative formats upon request.

**HOME PROPOSALS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013 AT 5:00 P.M.**

**Remember that we don't accept faxed or e-mailed applications.**

**Whistlestop Senior, 9% Tax Credits [Traditional Construction]  
SOURCES AND USES OF FUNDS**

SOURCES OF FUNDS	TOTAL	Acq./Predev.	Construction	Permanent	% of Total	Commercial	Residential	Per Unit	Assumptions	TERMS	Committed
Predevelopment Loan: Eden / TBD	\$ -	\$ 857,327	\$ (857,327)	\$ -	0.00%	\$ 1,928,656	\$ -	\$ 37,817	4.50% Eden LOC		
Whistlestop Equity from land	\$ 1,928,656	\$ -	\$ 1,928,656	\$ -	8.95%	\$ -	\$ 1,500,000	\$ 29,412	Loan - 55 yr deferred loan @ 3% simple		No
City Affordable in Lieu Fund	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	6.66%	\$ -	\$ 1,000,000	\$ 19,608	Loan - 55 yr deferred loan @ 3% simple		No
County of Marin HOME	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	4.44%	\$ -	\$ 500,000	\$ 9,804	\$595K; FY 12/11		No
Marin Workforce Housing Trust	\$ 500,000	\$ 500,000	\$ -	\$ -	2.22%	\$ -	\$ 200,000	\$ 3,922	grant		No
Marin Community Foundation	\$ 200,000	\$ 200,000	\$ -	\$ -	0.89%	\$ -	\$ -	\$ -	4.50% int		No
Construction Loan	\$ 500,000	\$ -	\$ 11,770,673	\$ (11,770,673)	0.00%	\$ -	\$ 500,000	\$ 9,804	Construction Loan @		No
FHLB - AHP	\$ 12,488,362	\$ -	\$ 500,000	\$ 11,239,526	55.43%	\$ -	\$ 12,488,362	\$ 244,870	1.02 cents		No
LIH Tax Credit-LP Capital Contribution	\$ 3,422	\$ -	\$ 1,248,836	\$ 3,422	0.02%	\$ -	\$ 3,422	\$ 67			No
LIH Tax Credit-GP Capital Contribution	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -			No
Housing Gap	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -			No
Commercial Gap	\$ 2,641,946	\$ -	\$ 2,641,946	\$ -	7.85%	\$ 2,641,946	\$ 1,767,748	\$ 34,662	25 yr. term		No
Permanent Financing	\$ 1,767,748	\$ -	\$ -	\$ 1,767,748	0.00%	\$ -	\$ -	\$ -	15 yr. term		No
Permanent Financing - Section 8 Mortgage	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -			No
Deferred Developer Fee	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -			No
<b>TOTAL SOURCES</b>	<b>\$ 22,530,134</b>	<b>\$ 1,557,327</b>	<b>\$ 19,732,783</b>	<b>\$ 1,240,023</b>	<b>88.27%</b>	<b>\$ 4,570,602</b>	<b>\$ 17,959,532</b>	<b>\$ 389,964</b>			

USES OF FUNDS	TOTAL	Acq./Predev.	Construction	Permanent	Basis Eligible	Commercial	Residential	Cost/Unit	Cost/SqFt	Assumptions	Comments
<b>LAND &amp; IMPROVEMENTS:</b>	<b>\$ 2,283,342</b>	<b>\$ 271,000</b>	<b>\$ 2,012,342</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 69,975</b>	<b>\$ 2,213,367</b>	<b>\$ 44,771</b>	<b>\$ 37</b>		
Land Cost	\$ 1,928,656	\$ -	\$ 1,928,656	\$ -	\$ -	\$ -	\$ 1,928,656	\$ 37,817	\$ 31		
Permanent & Temp Relocation (Commercial tenants)	\$ 271,000	\$ 271,000	\$ -	\$ -	\$ -	\$ 69,975	\$ 201,025	\$ 5,314	\$ 4	\$129	\$2.6M for total parcel. Prorated Housing portion shown.
Demolition	\$ 53,686	\$ -	\$ 53,686	\$ -	\$ -	\$ -	\$ 53,686	\$ 1,053	\$ 1		4 commercial tenants @ max in lieu relo + consultant housing portion only. Commercial portion shown below.
Environmental Remediation	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 98	\$ 0		None assumed.
Site Maintenance (i.e. Security, Clean-Up)	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000	\$ 196	\$ 0		
Site Value Beyond Cost	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 294	\$ 0		
Title & Escrow - Land Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0		
Legal - Land Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0		
<b>Total Land &amp; Improvements</b>	<b>\$ 2,283,342</b>	<b>\$ 271,000</b>	<b>\$ 2,012,342</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 69,975</b>	<b>\$ 2,213,367</b>	<b>\$ 44,771</b>	<b>\$ 37</b>		
<b>DESIGN &amp; CONSULTING:</b>	<b>\$ 1,170,000</b>	<b>\$ 807,500</b>	<b>\$ 362,500</b>	<b>\$ -</b>	<b>\$ 867,895</b>	<b>\$ 302,105</b>	<b>\$ 867,895</b>	<b>\$ 22,941</b>	<b>\$ 19</b>		
Architect	\$ 830,000	\$ 622,500	\$ 207,500	\$ -	\$ 615,686	\$ 214,314	\$ 615,686	\$ 16,275	\$ 13		8.50% of hard costs or min of 825K.
Civil Engineering/Joint Trench Utility Design	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 55,634	\$ 19,366	\$ 55,634	\$ 1,471	\$ 1		
Construction Estimating/Management Services	\$ 100,000	\$ 20,000	\$ 80,000	\$ -	\$ 74,179	\$ 25,821	\$ 74,179	\$ 1,961	\$ 2		
Engineering Reports (i.e. Topo, Noise, Soils, Traffic, Biology)	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 37,090	\$ 12,910	\$ 37,090	\$ 980	\$ 1		
Environmental	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 29,672	\$ 10,328	\$ 29,672	\$ 784	\$ 1		for an MND only
Testing & Inspection	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 55,634	\$ 19,366	\$ 55,634	\$ 1,471	\$ 1		
<b>Total Design &amp; Consulting</b>	<b>\$ 1,170,000</b>	<b>\$ 807,500</b>	<b>\$ 362,500</b>	<b>\$ -</b>	<b>\$ 867,895</b>	<b>\$ 302,105</b>	<b>\$ 867,895</b>	<b>\$ 22,941</b>	<b>\$ 19</b>		
<b>CONSTRUCTION:</b>	<b>\$ 15,059,372</b>	<b>\$ -</b>	<b>\$ 15,059,372</b>	<b>\$ -</b>	<b>\$ 11,184,071</b>	<b>\$ 3,875,301</b>	<b>\$ 11,184,071</b>	<b>\$ 295,282</b>	<b>\$ 241</b>		
Off-Site Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
On-Site Improvements	\$ 2,159,024	\$ -	\$ 2,159,024	\$ -	\$ -	\$ 2,159,024	\$ -	\$ 42,334	\$ 35	\$143	\$10 300K for kitchen + \$10 PSF TI of commercial space
Commercial/Childcare Construction	\$ 451,400	\$ -	\$ 451,400	\$ -	\$ 8,169,090	\$ 404,870	\$ 8,169,090	\$ 160,178	\$ 131		Slab on grade: \$25
Whistlestop Build Out	\$ 8,169,090	\$ -	\$ 8,169,090	\$ -	\$ 630,522	\$ 493,330	\$ 493,330	\$ 17,612	\$ 14	\$50,000 each month of construction	
Unit Construction	\$ 898,200	\$ -	\$ 898,200	\$ -	\$ 554,835	\$ 193,132	\$ 554,835	\$ 14,666	\$ 12	2% N/A	
Podium/Garage	\$ 850,000	\$ -	\$ 850,000	\$ -	\$ 169,430	\$ 58,977	\$ 169,430	\$ 4,479	\$ 4	5.5%	
General Requirements	\$ 747,967	\$ -	\$ 747,967	\$ -	\$ 585,718	\$ 203,882	\$ 585,718	\$ 15,482	\$ 13	7.0% pricing and design	
GC Contingency	\$ 228,407	\$ -	\$ 228,407	\$ -	\$ 51,000	\$ 184,538	\$ 51,000	\$ 1,000	\$ 1	5.00% owners	
Contractor Overhead & Profit	\$ 789,600	\$ -	\$ 789,600	\$ -	\$ 530,146	\$ 184,538	\$ 530,146	\$ 14,013	\$ 11	3.46 per NRSF, excl. comm. contng, escalation & FF&E	
Contractors Bond & Insurance	\$ 51,000	\$ -	\$ 51,000	\$ -	\$ -	\$ -	\$ 51,000	\$ -	\$ -		
Pricing Escalation/Design Contingency	\$ 714,684	\$ -	\$ 714,684	\$ -	\$ -	\$ -	\$ 714,684	\$ -	\$ -		
Furniture, Fixtures & Equipment (common area)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Construction Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Total Construction</b>	<b>\$ 15,059,372</b>	<b>\$ -</b>	<b>\$ 15,059,372</b>	<b>\$ -</b>	<b>\$ 11,184,071</b>	<b>\$ 3,875,301</b>	<b>\$ 11,184,071</b>	<b>\$ 295,282</b>	<b>\$ 241</b>		

INDIRECT COSTS:	TOTAL	Acq./Predev.	Construction	Permanent	% of Total	Commercial	Residential	Cost/Unit	Cost/SqFt	Assumptions	Comments
<b>INDIRECT COSTS:</b>	<b>\$ 15,059,372</b>	<b>\$ -</b>	<b>\$ 15,059,372</b>	<b>\$ -</b>	<b>74%</b>	<b>\$ 3,875,301</b>	<b>\$ 11,184,071</b>	<b>\$ 295,282</b>	<b>\$ 241</b>		
<b>TOTAL</b>	<b>\$ 22,530,134</b>	<b>\$ 1,557,327</b>	<b>\$ 19,732,783</b>	<b>\$ 1,240,023</b>	<b>88.27%</b>	<b>\$ 4,570,602</b>	<b>\$ 17,959,532</b>	<b>\$ 389,964</b>			

**Whistlestop Senior, 9% Tax Credits [Traditional Construction]**

**SOURCES AND USES OF FUNDS**

SOURCES OF FUNDS	TOTAL	Acq./Predev.	Construction	Permanent	% of Total	Commercial	Residential	Per Unit	Assumptions	TERMS	Committed
Predevelopment Loan, Eden / TBD	\$ 857,327	\$ (857,327)	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	4.50%	Eden LOC	No
Whistlestop Equity from land	\$ 1,928,656	\$ 1,928,656	\$ -	\$ -	8.56%	\$ 1,928,656	\$ -	\$ 37,817		Loan - 55 yr deferred loan @ 3% simple	No
City Affordable in Lieu Fund	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	6.66%	\$ -	\$ 1,500,000	\$ 29,412		Loan - 55 yr deferred loan @ 3% simple	No
County of Marin HOME	\$ 500,000	\$ 500,000	\$ -	\$ -	4.44%	\$ -	\$ 500,000	\$ 19,608	\$595K, FY 12/11	Loan - 55 yr deferred loan @ 0% simple	No
Marin Workforce Housing Trust	\$ 200,000	\$ 200,000	\$ -	\$ -	2.22%	\$ -	\$ 200,000	\$ 9,804	grant	Construction Loan @ 0%	No
Marin Community Foundation	\$ 500,000	\$ -	\$ 11,770,673	\$ (11,770,673)	0.00%	\$ -	\$ -	\$ 9,804	4.50% int	Loan @ 0%	No
FHLB - AHP	\$ 12,488,362	\$ -	\$ 500,000	\$ 11,239,526	2.22%	\$ -	\$ 500,000	\$ 244,870	1.02 cents		No
LH Tax Credit-LP Capital Contribution	\$ 3,422	\$ -	\$ 1,248,836	\$ 3,422	55.43%	\$ -	\$ 3,422	\$ 67	6.00% int		No
LH Tax Credit-GP Capital Contribution	\$ -	\$ -	\$ -	\$ -	0.02%	\$ -	\$ -	\$ -	6.00% int		No
Housing Gap	\$ -	\$ -	\$ (0)	\$ -	0.00%	\$ -	\$ (0)	\$ -			
Commercial Gap	\$ 2,641,946	\$ -	\$ 2,641,946	\$ -	7.85%	\$ 2,641,946	\$ 1,767,748	\$ 34,662		25 yr. term	
Permanent Financing	\$ 1,767,748	\$ -	\$ -	\$ 1,767,748	0.00%	\$ -	\$ -	\$ -	6.00% int		
Permanent Financing - Section 8 Mortgage	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -			
Deferred Developer Fee	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -			
<b>TOTAL SOURCES</b>	<b>\$ 22,530,134</b>	<b>\$ 1,557,327</b>	<b>\$ 19,732,783</b>	<b>\$ 1,240,023</b>	<b>88.27%</b>	<b>\$ 4,570,602</b>	<b>\$ 17,959,532</b>	<b>\$ 369,964</b>			
<b>INDIRECT COSTS:</b>											
Permits & Fees	\$ 1,020,000	\$ 102,000	\$ 918,000	\$ -	74%	\$ 263,373	\$ 756,627	\$ 20,000	16	20,000	current estimate \$ 16,661.41 per unit + contingency estimate
City Consulting, Legal & Entitlements	\$ 50,000	\$ 50,000	\$ -	\$ -		\$ 12,910	\$ 37,090	\$ 980	1		
Legal Fees - Constr. Loan Closing	\$ 40,000	\$ -	\$ 40,000	\$ -		\$ -	\$ 40,000	\$ 784	1		
Legal Fees - Perm. Loan Closing	\$ 20,000	\$ -	\$ -	\$ 20,000		\$ -	\$ 20,000	\$ 392	0		
Legal Fees - Organization	\$ 6,000	\$ -	\$ -	\$ -		\$ -	\$ 6,000	\$ 118	0		
Audit Fees	\$ 22,000	\$ -	\$ -	\$ 22,000		\$ -	\$ 22,000	\$ 431	0		
Sponsor Administration	\$ 1,400,000	\$ 75,000	\$ 250,000	\$ 1,075,000		\$ -	\$ 1,400,000	\$ 27,451	22		
Appraisal	\$ 10,000	\$ 10,000	\$ -	\$ -		\$ 10,000	\$ 10,000	\$ 196	0		1000 + 10,000 for events and publicity
Market Study	\$ 10,000	\$ 10,000	\$ -	\$ -		\$ -	\$ 10,000	\$ 196	0		
Rent/Up Marketing	\$ 61,000	\$ -	\$ 61,000	\$ -		\$ -	\$ 61,000	\$ 1,196	1		
Reserves:											
Marketing & Bond Reserves	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Initial Services Reserve	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Operating Reserve	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
MHSA Capitalized Operating Subsidy Reserve	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Section 8 MHP Transition Reserve (combined)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Partnership Management	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Issuer Services Fee Reserve	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
HUD MCI	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Soft Costs Contingency	\$ 46,219	\$ 35,000	\$ 11,219	\$ -		\$ 11,934	\$ 34,285	\$ 306	1	3%	
<b>Total Indirect Costs</b>	<b>\$ 2,835,008</b>	<b>\$ 288,000</b>	<b>\$ 1,280,219</b>	<b>\$ 1,267,789</b>		<b>\$ 288,218</b>	<b>\$ 2,547,789</b>	<b>\$ 55,608</b>	<b>45</b>		
<b>FINANCE &amp; CARRYING COSTS:</b>											
Liability/COC Insurance	\$ 67,690	\$ -	\$ 67,690	\$ -		\$ 17,478	\$ 50,212	\$ 1,327	1		1.150% assumes take RE tax responsibility at construction close
Real Estate Taxes	\$ 5,786	\$ -	\$ 25,073	\$ (19,287)		\$ -	\$ 5,786	\$ 113	0		
Predevelopment Loan Interest	\$ 67,870	\$ 67,870	\$ -	\$ -		\$ 17,525	\$ 50,345	\$ 1,931	1		N/A
Costs of Issuance (Bonds)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Construction Loan Fees	\$ 117,707	\$ -	\$ 117,707	\$ -		\$ -	\$ 117,707	\$ 2,308	2		1.00%
Construction Loan Interest	\$ 640,030	\$ -	\$ 640,030	\$ -		\$ -	\$ 640,030	\$ 12,550	10		50% AOB during construction, 100% AOB post construction
Permanent Financing Fees & Expenses	\$ 10,000	\$ 5,000	\$ 30,000	\$ 5,000		\$ -	\$ 10,000	\$ 196	0		0.0%
Title & Escrow - Construction Loan	\$ 30,000	\$ -	\$ 30,000	\$ -		\$ -	\$ 30,000	\$ 588	0		
Title & Escrow - Permanent Loan	\$ 15,000	\$ -	\$ 15,000	\$ -		\$ -	\$ 15,000	\$ 294	0		
Lender-Appraisal, Legal & Consulting (Inspections incl)	\$ 75,850	\$ 8,000	\$ 67,850	\$ 15,000		\$ -	\$ 75,850	\$ 1,487	1		
<b>Total Finance &amp; Carry Costs</b>	<b>\$ 1,029,933</b>	<b>\$ 80,870</b>	<b>\$ 948,350</b>	<b>\$ 713</b>		<b>\$ 35,003</b>	<b>\$ 994,930</b>	<b>\$ 20,195</b>	<b>16</b>		
<b>TAX CREDITS/SYNDICATION EXPENSES:</b>											
TCAC Application Fee	\$ 2,000	\$ 2,000	\$ -	\$ -		\$ -	\$ 2,000	\$ 39	0		4% of annual tax credit allocation
TCAC Allocation Fee	\$ 48,979	\$ 48,979	\$ -	\$ -		\$ -	\$ 48,979	\$ 960	1		4% of annual tax credit allocation
TCAC Performance Deposit	\$ (48,979)	\$ (48,979)	\$ -	\$ (48,979)		\$ -	\$ (48,979)	\$ (960)	(1)		
TCAC Performance Deposit Refund	\$ 20,500	\$ -	\$ -	\$ 20,500		\$ -	\$ 20,500	\$ 402	0		410 per unit (not including manager's unit)
TCAC Monitoring Fee	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			0.0% of bond allocation
CDLAC Performance Deposit	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
CDLAC Performance Deposit Refund	\$ 40,000	\$ 10,000	\$ 30,000	\$ -		\$ -	\$ 40,000	\$ 784	1		
Syndication Consultant	\$ 40,000	\$ -	\$ 40,000	\$ -		\$ -	\$ 40,000	\$ 784	1		
Syndication Legal Fees	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Syndication-Investor Legal	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			
Syndication Other: Bridge Loan/Dev Fee Interest	\$ 151,479	\$ 109,958	\$ 70,000	\$ (28,479)		\$ -	\$ 151,479	\$ 2,970	2		
<b>TOTAL DEVELOPMENT EXPENSES</b>	<b>\$ 22,530,134</b>	<b>\$ 1,557,327</b>	<b>\$ 19,732,783</b>	<b>\$ 1,240,023</b>		<b>\$ 4,570,602</b>	<b>\$ 17,959,532</b>	<b>\$ 441,767</b>	<b>360</b>		





## Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

**Name of Organization:** Eden Development Inc. & Eden Housing Inc.

My organization does not gather demographic data.  My organization does not wish to share demographic data.

<b>Income of Level of Clients Your Org Serves %</b>	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	83%
Low income people	8%
People above the low income limits	9%

<b>Percentages (%)</b>	<b>Clients Your Organization Serves</b>	<b>Clients for this Project <i>NOTE: Warner Creek Senior Housing</i></b>	<b>Support Staff <i>NOTE: All staff provided together</i></b>	<b>Professional Staff</b>	<b>Board <i>NOTE: Eden Development Inc.</i></b>	<b>Advisory Committee</b>
<b>Ethnic/Racial Demographics</b>						
Asian-American/Pacific Islander	15.6%	6%	18%			
African-American/Black	20.7%	8%	31%		14%	
Caucasian/White	29.7%	66%	49%		86%	
Native American	1.5%					
Mixed Heritage	1.2%		2%			
Unknown/other	15.6%	20%				
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Latino/Hispanic Origin</b>						
Of Latino/ Hispanic Origin	29%	20%	35%			
NOT of Latino/ Hispanic Origin	71%	80%	65%		100%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Age</b>						
0-5 years old	9%					
6-17	24%					
18-24			7%			
25-59 <i>(NOTE: all clients from 18 to 59 placed here, as we do not track these groups separately)</i>	50%		83%		57%	
60 +	17%	100%	10%		43%	
<b>TOTAL %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Gender</b>						
Female		51%	46%		57%	
Male		49%	54%		43%	
<b>Total %</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Disabled %</b>						

### Organization Profile – 2014-15 Data Collection Pilot

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	
On Advisory Committee	

### Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950