

HOPE VI REVITALIZATION APPLICATION SUBMISSION INSTRUCTIONS

GENERAL INSTRUCTIONS

A. Application Preparation

The preparation of an approvable HOPE VI Revitalization application is time-consuming and can involve significant costs. You are cautioned that only applications with strong showings of readiness, need, and capacity will be selected.

1. Your application must be complete and you must present all items in a manner that is succinct and clear. Respond to *every requirement and question posed*. Many applicants lose crucial points because they do not adequately respond to a question, because language is unclear, and/or because there are inconsistencies in numbers or data in different parts of the application.
2. If you have not already done so, you are advised to enter into a meaningful planning process with affected residents and the surrounding community to achieve a consensus plan at application submission. Take careful note of the Resident Training Session and Public Meeting requirements in the NOFA. Be sure to advertise and document those meetings carefully. You will receive additional points under the Project Readiness rating factor if you conduct additional meetings.
3. Immediately contact public, private, and nonprofit entities, agencies, and organizations from which you plan to obtain letters, materials, or documents. This includes service providers, banks, state housing finance agencies, and other sources of financial assistance.
4. Note the requirement of a certification of severe physical distress by an independent, certified engineer or architect. If you request funds to pay for extraordinary site costs, you will also need to have an independent certified engineer or architect justify and verify those costs.
5. Specific formatting and documentation instructions are provided in the NOFA itself, and will be strictly enforced. You should carefully review Section IV of the NOFA to make sure you adhere to the various application submission, content, formatting and documentation requirements.
6. If you are proposing a mixed-finance project, you should obtain and review a copy of the Mixed Finance Guidebook by calling the Public Housing Clearinghouse at 800-955-2232. Be sure to ask for the Mixed Finance Guidebook (not the HOPE VI Grant Implementation Guidebook, which has been replaced by the HOPE VI website).

B. Application Content and Organization. Provide application materials in the following order:

1. Acknowledgement of Application Receipt (HUD-2993). The very first page of your application is the Acknowledgement of Receipt form. Print or type your name and address inside the box provided. When HUD receives your application, this receipt will be detached from your application and mailed to you to indicate that your application

was received. Please rely on this receipt and/or your overnight tracking number to determine whether your application was received. If you would like to have the receipt faxed to you, please include your fax number on the form.

2. Application for Federal Assistance (SF-424). You must use a SF-424, not a HUD-424. The CFDA number for the HOPE VI Program is 14.866. This form is included in this HOPE VI Application. Please be sure to enter your DUNS number on the form in the space provided.
3. HOPE VI Revitalization Application Table of Contents. The HOPE VI Application Table of Contents, attached at the back of these instructions, lists Narrative Exhibits, Attachments, and Standard Certifications that should be contained in the application. It is designed both to assist you in ensuring that all required elements of an application are included, and to be used as a table of contents for your completed application. After you have completed your application, please enter the page numbers of the Narrative Exhibits and Attachments and include the completed Table of Contents behind your SF-424.
4. The Narrative Exhibits constitute specific aspects of your Revitalization Plan and respond to the rating criteria in the HOPE VI Revitalization NOFA. The Narrative Exhibits make up the first part of the application. All narrative pages must be numbered sequentially and conform to the page number and format requirements of the NOFA.
5. Attachments must be located behind the Narrative Exhibits. Information in the Attachments may not substitute for information requested in a Narrative Exhibit. Attachments include photographs, maps, illustrations, Application Data Forms, letters committing financial support, etc. Videos and resumes are specifically prohibited. Fill out the Application Data Forms as completely as possible, using the instructions posted on the HOPE VI website and best estimates if necessary. Do not fill in fields blocked in gray. Be sure that all numbers and data throughout the Narrative Exhibits and Attachments are consistent. For more detailed information on the Data Forms, instructions are provided on the HOPE VI website where the NOFA is posted.
6. Standard certifications and forms must be placed at the end of the application, in the order provided for in Section IV of the NOFA and on the Application Table of Contents (guide below). Standard certifications and forms include the HOPE VI Revitalization Applicant Certifications (4 pages, to be signed by the Board Chair) and other HUD and Standard forms as identified below.

DETAILED INSTRUCTIONS FOR COMPLETING NARRATIVE EXHIBITS AND ATTACHMENTS

EXHIBIT A: SUMMARY INFORMATION

- A.1 Executive Summary. Provide an Executive Summary, not to exceed three pages. Describe your Revitalization Plan, as clearly and thoroughly as possible. Do not argue for the need for the HOPE VI grant, but explain what you would do if you received a grant. Briefly describe

why the targeted project is severely distressed, provide the number of units, and indicate how many of the units are occupied. Describe specific plans for the revitalization of the site. Include income mix, basic features (such as restoration of streets), and any mixed use or non-housing components. If you are proposing off site replacement housing, provide the number and type of units and describe the off site locations. Describe any homeownership components included in your Plan, including numbers of units. Briefly summarize your plans for community and supportive services. State the amount of HOPE VI funds you are requesting, and list the other resources you will use for your mixed-finance development, briefly indicating the strength of those financial commitments. Identify whether you have procured a developer or whether you will act as your own developer.

A.2 Physical Plan. Describe your planned physical revitalization activities:

- a. rehabilitation of severely distressed public housing units in accordance with Sections I(D)(4) and III(C)(4) of the NOFA (pages 64137 and 64141 of the NOFA as published in the Federal Register).
- b. development of public housing replacement rental housing, both on-site and off-site, in accordance with Sections I(D)(5) and III(C)(4)(b) of the NOFA (pgs. 64137 and 64141).
- c. Indicate whether you plan to use PATH technologies in the construction of replacement housing, in accordance with Section III(C)(4)(f) of the NOFA (pg. 64142).
- d. market rate housing units (see Sections III(C)(1)(e), pg. 64139, and III(C)(3)(b)(1), pg. 64141, for threshold requirements).
- e. units to be financed with low-income housing tax credits
- f. replacement homeownership assistance for displaced public housing residents or other public housing-eligible low-income families, in accordance with Sections I(D)(6) and III(C)(4)(c) of the NOFA (pgs. 64137 and 64141). Also describe any market-rate homeownership units planned, sources and uses of funds. Describe the relationship between the HOPE VI activities and costs and the development of homeownership units, both public housing and market rate. If you are selected for funding, you will be required to submit a Homeownership Proposal (homeownership term sheet).
- g. Rehabilitation or new construction of community facilities primarily intended to facilitate the delivery of community and supportive services for residents of the targeted development and residents of off-site replacement housing. Describe the type and amount of such space and how the facilities will be used in CSS program delivery or other activities.
- h. Land acquisition and infrastructure and site improvements associated with developing economic development facilities, in accordance with Sections I(D)(7) and III(C)(4)(d) (pgs. 64137 and 64142) of the NOFA. Note that HOPE VI grant funds may not be used to pay hard development costs or to buy equipment for retail or commercial facilities.

A.3 Hazard Reduction. Review Sections I(D), III(C)(4), and IV(E) of the NOFA (pgs. 64137, 64141, and 64154). For units to be rehabilitated or demolished, describe the extent of any required abatement of environmentally hazardous materials such as asbestos.

- A.4 Demolition. Review Sections I(D)(2) and III(C)(4)(a) of the NOFA (pgs. 64137 and 64141). Describe your plans for demolition, including the buildings (dwelling and non-dwelling units) proposed to be demolished, the purpose of the demolition, and the use of the site after demolition. If the proposed demolition was previously approved as a Section 18 demolition application, state the date the Section 18 demolition application was submitted to HUD and the date it was approved by HUD. Indicate whether you plan to implement the concept of Deconstruction, as described in Section III(C)(4)(f)(2) of the NOFA (pg. 64142).
- A.5 Disposition. Review Sections I(D)(3) and III(C)(4) of the NOFA (pgs. 64137 and 64141). Describe the extent of any planned disposition of any portion of the site. Cite the number of units or acreage to be disposed, the method of disposition (sale, lease, trade), and the status of any disposition application made to HUD.
- A.6 Site Improvements. Review Sections I(D), III(C)(4), and IV(E) of the NOFA (pgs. 64137, 64141, and 64154). Describe any proposed on-site improvements, including infrastructure requirements, changes in streets, etc. Describe all public improvements needed to ensure the viability of the proposed project with a narrative description of the sources of funds available to carry out such improvements.
- A.7 Site Conditions. Review Sections I(D), III(C)(4), and IV(E) of the NOFA (pgs. 64137, 64141, and 64154). Describe the conditions of the site to be used for replacement housing. Listing all potential contamination or danger sources (e.g. smells, fire heat, explosion and noise) that might be hazardous or cause discomfort to residents, PHA personnel, or construction workers. List potential danger sources, including commercial and industrial facilities, brownfields and other sites with potentially contaminated soil, commercial airports and military airfields. Note any facilities and/or activities within one mile of the proposed site.
- A.8 Separability. Review Section III(C)(1)(j) of the NOFA (pg. 64139), and, if applicable, address the separability of the revitalized building(s).
- A.9 Proximity. If applicable, describe how two contiguous projects meet the requirements of Section III(C)(1)(c)(1) of the NOFA, or how a scattered site project meets the requirements of Section III(C)(1)(c)(2) of the NOFA (pg. 64139).

EXHIBIT B: CAPACITY

- B.1 PHAS and SEMAP. Respond to the PHAS Rating Factor V(A)(1)(h) of the NOFA (pg. 64157) and the SEMAP Rating Factor V(A)(1)(i) (pg. 64157), providing the most recent ratings as of the application due date. See Section IV(B) for documentation requirements. If you are a Moving to Work participant and are not required to report/be scored in PHAS or SEMAP under the terms of your MTW Agreement, you must provide information on what your PHAS and SEMAP ratings would be in accordance with your MTW Agreement.
- B.2 Development Capacity of Developer. Respond to Rating Factor V(A)(1)(b) of the NOFA (pg. 64156). See Section IV(B) for documentation requirements.
- B.3 Development Capacity of Applicant. Respond to Rating Factor V(A)(1)(c) of the NOFA (pg.

64156). See Section IV(B) for documentation requirements.

- B.4 Capacity of Existing HOPE VI Revitalization Grantees. Respond to Rating Factor V(A)(1)(d) of the NOFA (pg. 64156). This rating factor applies only to PHAs with existing HOPE VI Revitalization grants from fiscal years 1993-2001. Production achievement numbers will be taken from the HOPE VI Quarterly Progress Reports for the quarter ending September 30, 2004. See Section IV(B) for documentation requirements.
- B.5 CSS Program Capacity. Respond to Rating Factor V(A)(1)(e) of the NOFA (pg. 64156). See Section IV(B) for documentation requirements.
- B.6 Property Management Capacity. Respond to Rating Factor V(A)(1)(f) of the NOFA (pg. 64157). See Section IV(B)(6) for documentation requirements.
- B.7 PHA Plan. Respond to Rating Factor V(A)(1)(g) of the NOFA (pg. 64157). See Section IV(B) for documentation requirements.

EXHIBIT C: NEED

- C.1 Need for Revitalization: Severe Physical Distress of the Public Housing Site. Respond to Rating Factor V(A)(2)(a) of the NOFA (pg. 64157). See Section IV(B) for documentation requirements.
- C.2 Need for Revitalization: Impact of the Severely Distressed Site on the Surrounding Neighborhood. Respond to Rating Factor V(A)(2)(b) of the NOFA (pg. 64157). See Section IV(B) for documentation requirements.
- C.3 Need for HOPE VI Funding (Obligation of Capital Funds). Respond to Rating Factor V(A)(2)(c) of the NOFA (pg. 64158). If you are a Moving to Work participant and are not required to enter obligations into LOCCS, review Section IV(B)(6)(b)(3) (formerly labeled as Section IV(B)(4)(d) prior to technical correction) of the NOFA (pg. 64150) and provide a certification of your obligation rate of your FY 1999-2004 Capital Funds in order to earn points under Section V(A)(2)(c). If you are not a participant in MTW, you must provide information on your Capital Funds in accordance with Section IV(B)(6)(b)(3) (formerly labeled as Section IV(B)(4)(d)) and Section V(A)(2)(c). The portion of the PHA Plan that lists the planned uses of your FY 1999-2004 Capital Funds should be placed in Attachment 37. See Section IV(B) for other documentation requirements.
- C.4 Previously-Funded Sites. Respond to Section III(C)(1)(h) of the NOFA (pg. 64139). See Section IV(B) for documentation requirements.
- C.5 Need for Affordable, Accessible Housing in the Community. Respond to Rating Factor V(A)(2)(d) of the NOFA (pg. 64158). See Section IV(B) for documentation requirements.

EXHIBIT D: RESIDENT AND COMMUNITY INVOLVEMENT

- D.1 Resident and Community Involvement. Respond to Rating Factor V(A)(4) of the NOFA (pg. 64159). See Section IV(B) for documentation requirements.

EXHIBIT E: COMMUNITY AND SUPPORTIVE SERVICES

- E.1 Community and Supportive Services. Respond to Section V(A)(5) of the NOFA (pg. 64159). See Section IV(B) for documentation requirements.
- E.2 Endowment Trust. Review Section III(C)(4)(k) and Section V(A)(5) of the NOFA (pgs. 64144 and 64159). If you plan to place CSS funds in an Endowment Trust, state the dollar amount and percentage of the entire grant that you plan to place in the Trust. See Section IV(B) for documentation requirements.

EXHIBIT F: RELOCATION

- F.1 Housing Choice Voucher Needs. Review Section III(C)(4)(n) and V(A)(6) of the NOFA (pgs. 64147 and 64160). State the number of Housing Choice Vouchers that will be required for relocation if this HOPE VI application is approved, both in total and the number needed for FY 2005. Indicate the number of units and the bedroom breakout. As applicable, attach a Housing Choice Voucher application behind the Standard Forms tab of your application. See Section IV(B) for documentation requirements.
- F.2 Relocation Plan. Review Sections III(C)(2)(b)(2) and III(C)(4)(n) of the NOFA (pg. 64147) and respond to Rating Factor V(A)(6) (pg. 64160). For additional guidance on developing a relocation plan, refer to CPD Notice 02-08 (“Guidance on the Application of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended, in HOPE VI Projects”). See Section IV(B) for documentation requirements.

EXHIBIT G: FAIR HOUSING AND EQUAL OPPORTUNITY

- G.1 Accessibility: Respond to Rating Factor V(A)(7)(a)(1) of the NOFA (pg. 64160). See Section IV(B) for documentation requirements.
- G.2 Universal Design: Respond to Rating Factor V(A)(7)(a)(2) of the NOFA (pg. 64160). See Section IV(B) for documentation requirements.
- G.3 Fair Housing: Respond to Rating Factor V(A)(7)(b)(1) of the NOFA (pg. 64161). See Section IV(B) for documentation requirements.
- G.4 Section 3: Respond to Rating Factor V(A)(7)(b)(2) of the NOFA (pg. 64161). See Section IV(B) for documentation requirements.

EXHIBIT H: WELL-FUNCTIONING COMMUNITIES

- H.1 Unit Mix and Need for Affordable Housing. Respond to Rating Factor V(A)(8)(a) of the NOFA (pg. 64161).

- H.2 Off-Site Housing. Respond to Rating Factor V(A)(8)(b) of the NOFA (pg. 64162)..
- H.3 Homeownership Housing. Respond to Rating Factor V(A)(8)(c) of the NOFA (pg. 64162).

EXHIBIT I: SOUNDNESS OF APPROACH

- I.1 Appropriateness of Proposal. Respond to Section III(C)(1)(b) of the NOFA (pg. 64138). See Section IV(B) for documentation requirements.
- I.2 Appropriateness and Feasibility of the Plan. Respond to Rating Factor V(A)(9)(b) of the NOFA (pg. 64162).
- I.3 Neighborhood Impact and Sustainability of the Plan. Respond to Rating Factor V(A)(9)(c) of the NOFA (pg. 64162).
- I.4 Design. Describe the features of your proposed design and respond to Rating Factor V(A)(9)(e) of the NOFA (pg. 64163).
- I.5 Evaluation. Respond to Rating Factor V(A)(9)(f) of the NOFA (pg. 64163).

ATTACHMENTS

Detailed instructions for Attachments 1 through 7, Application Data Forms, are attached at the end of these instructions.

Attachment 1: Application Data Form: Cover Sheet

Attachment 2: Application Data Form: Existing Units, Occupancy, Vacancy

Attachment 3: Application Data Form: Relocation, Income, and Non-Dwelling Structures

Attachment 4: Application Data Form: Proposed Unit Mix Post-Revitalization

Attachment 5: Application Data Form: Planned Units, Accessibility, Concentration

Attachment 6: Application Data Form: Self-Sufficiency

Attachment 7: Application Data Form: Sources and Uses

Attachment 8: HOPE VI Budget Form. Provide the proposed HOPE VI budget on form HUD-52825-A, parts I and II. This form can be found in the HOPE VI website, FY 2004 funding page. Guidance on preparing a HOPE VI budget can be found on the Grant Administration page of the HOPE VI web site. See Section IV(B) for documentation requirements.

Attachment 9: TDC/Grant Limitations Worksheet (HUD form 52797). Review Section IV(E), specifically IV(E)(3),(4),(5) and (6) of the NOFA (pgs. 64154-64155) and complete

this Total Development Cost/Grant Limitations Worksheet, as provided in this Application. An electronic version of the worksheet in Excel is available on the HOPE VI web site. See Section IV(B) for documentation requirements.

Attachment 10: Extraordinary Site Costs Certification. If you request funds to pay for extraordinary site costs in accordance with Section IV(E)(5)(b)(5) of the NOFA (pg. 64155), complete this Attachment 10, as provided in this Application (page 64193), and submit the required documentation indicated. See Section IV(B) for documentation requirements.

Attachment 11: Cost Certification. Provide a certification of cost estimates in accordance with Sections III(C)(3)(a)(1) and IV(E) of the NOFA (pg. 64141 and 64155). This certification may be in the form of a letter. See Section IV(B) for documentation requirements.

Attachment 12: City Map. Provide a to-scale city map that clearly identify the following in the context of existing city streets, the central business district, other key city sites, and census tracts:

- the existing development;
- replacement neighborhoods, if available;
- off-site properties to be acquired, if any;
- the location of the Federally-designated Empowerment Zone or Enterprise Community (if applicable); and
- other useful information to place the project in the context of the city, county, or municipality and other revitalization activity underway or planned.

If you request funds for more than one project or for scattered site housing, the map must clearly show that the application meets the site and unit requirements of Sections III(C)(4)(m) of the NOFA. Do not submit a foldout map. This is the only Attachment that may be submitted on 8-1/2" by 14" paper. See Section IV(B) for documentation requirements.

Attachment 13: Developer Certification. In accordance with Section III(C)(2)(a)(1) of the NOFA (pg. 64140), provide a certification that you have either procured a developer in accordance with the requirements set by HUD or that you will act as your own developer. This certification may be in the form of a letter. See Section IV(B) for documentation requirements.

Attachment 14: Property Management Certification. Provide a certification that you and/or your selected Property Manager will implement the operation and management principles and policies identified in Section III(C)(2)(b)(1) (and Section III(C)(4)(h)) of the NOFA (pgs. 64140 and 64143). This certification may be in the form of a letter. See Section IV(B) for documentation requirements.

Attachment 15: Program Schedule. Review Sections III(C)(1)(i) and VI(B)(2) of this NOFA (pgs. 64139 and 64164) and provide a program schedule accordingly. See Section IV(B) for documentation requirements. Please note that your program schedule MUST contain all timeframe requirements listed in Section VI(B)(2). Further, in accordance with Section VI(B)(2)(e), the program schedule MUST indicate the date on which the development proposal for EACH phase of the revitalization plan will be submitted to

HUD.

- Attachment 16: Certification of Severe Physical Distress. In accordance with Sections I(C)(4) and III(C)(3)(a)(2) of the NOFA (pgs. 64136 and 64141), an engineer or architect must complete Attachment 16, as provided in this NOFA (page 64194). No backup documentation is required for this certification. See Section IV(B) for documentation requirements.
- Attachment 17: Photographs of the Severely Distressed Housing. Review Rating Factor V(A)(2)(a) (pg. 64157) of the NOFA and submit photographs of the targeted severely distressed public housing that illustrate the extent of physical distress. See Section IV(B) for documentation requirements.
- Attachment 18: Neighborhood Conditions. Submit documentation described in Rating Factor V(A)(2)(b) of the NOFA (pg. 64157). Such documentation may include crime statistics, photographs or renderings, socio-economic data, trends in property values, evidence of property deterioration and abandonment, evidence of underutilization of surrounding properties, and other indications of neighborhood distress and/or disinvestment. See Section IV(B) for documentation requirements.
- Attachment 19: Physical Development Resources (HUD form 52797). In accordance with Rating Factor V(A)(3)(b) of the NOFA (pg. 64158), complete this Attachment 19, as provided in this application, by entering the dollar value of each resource that will be used for physical development. For each resource entered, you must submit backup documentation in Attachment 19. See Section IV(B) for documentation requirements.
- Attachment 20: CSS Resources (HUD form 52797). In accordance with Rating Factor V(A)(3)(c) of the NOFA (pg. 64158), complete this Attachment 20, as provided in this Application, by entering the dollar value of all resources that will be used for CSS activities. For each resource entered, submit backup documentation in Attachment 20. See Section IV(B) for documentation requirements.
- Attachment 21: Anticipatory Resources (HUD form 52797). Complete Attachment 21, as provided in this Application, by entering the dollar value of all anticipatory resources as described in Rating Factor V(A)(3)(d) (pg. 64159). For each resource entered, submit backup documentation in Attachment 21. See Section IV(B) for documentation requirements.
- Attachment 22: Collateral Resources (HUD form 52797). Complete Attachment 22, as provided in this Application, by entering the dollar value of all collateral resources as described in Rating Factor V(A)(3)(e) (pg. 64159). For each resource entered, submit backup documentation behind Attachment 22. See Section IV(B) for documentation requirements.
- Attachment 23: Resident Training and Public Meeting Certification (HUD form 52785). Review Section III(C)(2)(b)(3) (see technical correction for new language) of the NOFA (pg. 64141) and complete Attachment 23, as provided in this application. See Section III(C)(4)(j) for Resident and Community Involvement requirements. See Section IV(B) for documentation requirements.

- Attachment 24: Commitments with CSS Providers. In accordance with Section V(A)(5)(e) of the NOFA (pg. 64159), provide letters from CSS providers that have made commitments to participate in your CSS activities if you are awarded a HOPE VI Revitalization grant under the NOFA. See Section IV(B) for documentation requirements.
- Attachment 25: HOPE VI Revitalization Relocation Plan Certification. In accordance with Sections III(C)(2)(b)(2) and III(C)(4)(n) of the NOFA (pgs. 64140 and 64147), submit a certification that you have completed a HOPE VI Relocation Plan in conformance with the URA. This certification may be in the form of a letter. Refer to CPD Notice 02-08 for additional guidance, including a template. If you have already completed relocation of all residents of the targeted project through a program other than HOPE VI (Section 24 of the 1937 Act), you must modify your current Relocation Plan to ensure that Section 24 requirements will be implemented for future HOPE VI related relocation of those residents. See Section IV(B) for documentation requirements.
- Attachment 26: Deleted. Do not provide information for Attachment 26 in your application.
- Attachment 27: Documentation of Site Control for Off-Site Public Housing. If applicable, provide evidence of site control for rental replacement units or land, in accordance with Section III(C)(l) of the NOFA (pg. 64140). See Section IV(B) for documentation requirements.
- Attachment 28: Documentation of Site Control, Environmental, and Site & Neighborhood Standards. If applicable, provide a certification that the site(s) acquired for off-site public housing meet site control, environmental and site and neighborhood standards, as provided in Section V(A)(8)(b)(2) of the NOFA (pg. 64162). This certification may be in the form of a letter. See Section IV(B) for documentation requirements.
- Attachment 29: Preliminary Market Assessment Letter. In accordance with Section III(C)(3)(b)(1) of the NOFA (pg. 64141), if you include market rate housing, in your Revitalization Plan, you must demonstrate that there is a demand for the housing units of the type, number, and size proposed in the location you have chosen. In your application you must provide a preliminary market assessment letter prepared and signed by an independent, third party, credentialed market resource firm or professional that describes its assessment of the market for the proposed residential market rate units, and any community facilities, economic development, and retail structures. See Section IV(B) for documentation requirements.
- Attachment 30: Certification of Zoning Approval or Documentation. Respond to Section III(C)(1)(m) of the NOFA. See Section IV(B) for documentation requirements.
- Attachment 31: Project Readiness Certification (HUD form 52787). Complete Attachment 31, as provided in this application, by indicating which of the items in Rating Factor V(A)(9)(d) of the NOFA have been completed. See Section IV(B) for documentation requirements.
- Attachment 32: Current Site Plan, which shows the various buildings of the project and identifies which buildings are to be rehabilitated, demolished, or disposed of. See Section IV(B) for documentation requirements.

- Attachment 33: Photographs of Architecture in the Surrounding Community. Provide photographs in conjunction with Rating Factor V(A)(9)(e) (Design) of the NOFA (pg. 64163). See Section IV(B) for documentation requirements.
- Attachment 34: Conceptual Site Plan, which indicates where proposed construction and rehabilitation activities will take place and any planned acquisition of adjacent property and/or buildings. Review Section V(A)(9)(e) (pg. 64163). See Section IV(B) for documentation requirements.
- Attachment 35: Conceptual Building Elevations. Review Section V(A)(9)(e) (pg. 64163). See Section IV(B) for documentation requirements.
- Attachment 36: Evaluation Commitment Letter(s). Review Section V(A)(9)(f) of the NOFA and provide the requested commitment letter(s) that addresses the indicated evaluation areas.
- Attachment 37: Portions of the PHA Plan. Review Rating Factor V(A)(2)(c) and the documentation requirements at IV(B)(4)(d).
- Attachment 38: Logic Model, form HUD-96010. See Section IV(B) for documentation requirements.
- Attachment 39: America's Affordable Communities Initiative, form HUD-27300. See Section IV(B) for documentation requirements.
- Attachment 40: HOPE VI Revitalization Applicant Certifications (HUD form 52800). These certifications (4 page document) must be signed by the Chairman of the Board of the PHA, NOT the Executive Director. See Section IV(B) for documentation requirements.
- Attachment 41: Standard Forms and Certifications. See Section IV(B) for documentation requirements. The following Standard/HUD Forms should be placed in this order:
- Applicant Assurances and Certifications (HUD-424-B)
 - Disclosure of Lobbying Activities (SF-LLL), as applicable
 - Applicant/Recipient Disclosure/Update Report (HUD-2880)
 - Funding Application, Section 8 Tenant-Based Assistance Rental Certificate Program, Rental Voucher Program (HUD-52515), if applicable

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B.2	Development Capacity of Developer	_____
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Exhibit C: NEED

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C.2	Need for Revitalization: Impact of the Severely Distressed Site on the Surrounding Neighborhood	_____
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C.5	Need for Affordable Housing in the Community	_____

Exhibit D: RESIDENT AND COMMUNITY INVOLVEMENT

D.1	Resident and Community Involvement	_____
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Exhibit E: COMMUNITY AND SUPPORTIVE SERVICES

- E.1 Community and Supportive Services _____
- E.2 Endowment Trust _____

Exhibit F: RELOCATION

- F.1 Housing Choice Voucher Needs _____
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Exhibit G: FAIR HOUSING AND EQUAL OPPORTUNITY

- G.1 Accessibility _____
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Exhibit H: WELL-FUNCTIONING COMMUNITIES

- H.1 Unit Mix and Need for Affordable Housing _____
- H.2 Off Site Housing _____
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Exhibit I: SOUNDNESS OF APPROACH

- I.1 Appropriateness of Proposal _____
- I.2 Appropriateness and Feasibility of the Plan _____
- I.3 Neighborhood Impact and Sustainability of the Plan _____
- I.4 Design _____
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ATTACHMENTS

- 1: Application Data Form: Cover Sheet _____
- 2: Application Data Form: Existing Units, Occupancy, Vacancy _____
- 3: Application Data Form: Relocation, Income, & Non-Dwelling Structures _____
- 4: Application Data Form: Proposed Unit Mix Post-Revitalization _____
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- 12: City Map _____
- 13: Developer Certification _____
- 14: Property Management Certification _____
- 15: Program Schedule _____
- 16: Certification of Severe Physical Distress _____
- 17: Photographs of the Severely Distressed Housing _____
- 18: Neighborhood Conditions _____
- 19: Physical Development Resources _____
- 20: CSS Resources _____
- 21: Anticipatory Resources _____
- 22: Collateral Resources _____
- 23: Resident Training and Public Meeting Certification _____
- 24: Commitments with CSS Providers _____
- 25: HOPE VI Revitalization Relocation Plan Certification _____
- 26: Deleted _____
- 27: Documentation of Site Control for Off-Site Public Housing _____
- 28: Documentation of Site Control, Environmental,
& Neighborhood Standards _____
- 29: Preliminary Market Assessment Letter _____
- 30: Certification of Zoning Approval or Documentation _____
- 31: Project Readiness Certification _____
- 32: Current Site Plan _____
- 33: Photographs of Architecture in the Surrounding Community _____
- 34: Conceptual Site Plan _____
- 35: Conceptual Building Elevations _____
- 36: Evaluation Commitment Letter(s) _____
- 37: Portions of the PHA Plan _____
- 38. Logic Model, form HUD-96010 _____
- 39. America's Affordable Communities Initiative, form HUD-27300 _____
- 40: HOPE VI Revitalization Application Certifications (4pg. Form) _____

41: Standard Forms and Certifications

- Applicant Assurances and Certifications (HUD-424-B) _____
- Standard Form LLL, as applicable, “Disclosure of
Lobbying Activities” _____
- HUD-2880, “Applicant/Recipient Disclosure/Update Report _____
- HUD-52515, “Funding Application, Section 8 Tenant-Based
Assistance Rental Certificate Program, Rental Voucher
Program,” as applicable _____