

SECTION 202 APPLICATION PACKAGE

INTRODUCTION: You have indicated an interest in constructing or substantially rehabilitating housing to be financed under the Section 202 direct loan program pursuant to the Housing Act of 1959, as amended, and to be assisted by housing assistance payments pursuant to Section 8 of the U.S. Housing Act of 1937, as amended. This package and enclosures constitute the Section 202 Application Package.

If you wish to submit an Application for a Section 202 Fund Reservation in response to the Invitation published by this office, you must submit an original and 6 copies of your Application in conformance with Section II-Submission Requirements for a Section 202 Fund Reservation-of this Application Package. The copies of your completed Application must be submitted to this office, either by hand delivery or by certified mail, by (the deadline date and time set forth in the Invitation .)

Before preparing your Application, you should carefully review the requirements of the Regulations (24 CFR Part 885) and general program instructions set forth in Handbook 4571.1. REV. --Section 202 Direct Loan Program for Housing for the Elderly or Handicapped (Chapter 4, Section 2).

This Application Package consists of three Sections which are summarized below:

Section I: Project Development Requirements.

The HUD Field Office will complete this Part which sets forth information pertaining to applicable Fair Market Rents, Housing Assistance Plan requirements, geographic areas for which the housing is to be located, and other special requirements the Field Office deems necessary.

Section II: Submission Requirements for a Section 202 Fund Reservation.

The Application for a Section 202 Fund Reservation consists of six parts, and must be accompanied by the materials, forms, and exhibits listed therein. (See Chapter 4, Section 2 for a description of the exhibits. The submission must have a table of contents and be indexed accordingly.)

Section III: General Program Requirements and Attachments.
(self-explanatory)

FORMAT FOR SECTION I - PROJECT DEVELOPMENT REQUIREMENTS

1. Allocation Area:
2. Number 1/ and Size of Units:
3. Fair Market Rents:
4. The Local Housing Assistance Plan Requires:
5. The Local Housing Assistance Plan sets forth the following preferences with respect to location:
6. Inquiries related to the local Housing Assistance Plan should be addressed to:
7. Special Requirements as to location, density and site planning are:
8. Other Requirements:

Acceptable Amenities 2/

1/Note: Any nonrevenue producing unit proposed for a project must be included within the total units advertised. For example, if a project is selected for 100 units, it is expected that if a nonrevenue unit (i.e, resident manager's unit) is anticipated, the configuration would be 99 revenue units plus 1 nonrevenue unit. Additions of nonrevenue units at a later processing stage will not be accepted.

2/For applications from areas other than those specified in 1. above, a List of Acceptable Amenities may be obtained from the Field Office.

SEE PARAGRAPH 4-5 OF HANDBOOK 4571.1REV FOR A DETAILED DESCRIPTION OF EACH EXHIBIT REQUIREMENT

PART I - GENERAL

Exhibit 1: Form HUD-92013. Application for Multifamily Housing Project. (Attached)

- Exhibit 2: A narrative description of the anticipated occupancy.
- Exhibit 3: A statement identifying any other Section 202 applications submitted to any other field office in response to a current invitation.
- Exhibit 4. Form HUD-915. Certificate in connection with the Development and Operation of a Section 202 Housing Project for the Elderly or Handicapped. (Attached)
- Exhibit 5. Form HUD-92531-EH (if applicable). Form HUD-92531A-EH and Resume on Consultant. (Attached)

PART 2 - ESTABLISHING ELIGIBILITY AS A NONPROFIT
BORROWER FOR PARTICIPATION IN THE SECTION 202 PROGRAM

- Exhibit 6. Form FHA-3433. Request for Preliminary Determination of Eligibility as a Nonprofit Sponsor and/or Mortgagor. (Attached)
- Exhibit 7. A statement evidencing the Borrower's local community base.

PART 3 - EXPERIENCE AND EVIDENCE OF CAPACITY TO CARRY THROUGH TO
LONG TERM OPERATION A PROJECT FOR HOUSING AND RELATED FACILITIES

- Exhibit 8. Form FHA-2530. Previous Participation Certificate. (Attached)
- Exhibit 9. A description of all rental housing projects and/or medical facilities and/or centers for the handicapped owned and operated by the Borrower during a minimum of the past five years.
- Exhibit 10: A description of any financial default, modification of terms and conditions of financing, or legal action taken or pending against the Borrower or its officers, directors, or trustees in their corporate capacity for any reason during the past three years.
- Exhibit 11: A description of the Borrower's past or current involvement in any programs or of its provision of services, other than housing, if any, which would give evidence of the organization's management capabilities.

APPENDIX 3

- Exhibit 12: A statement as to whether the Borrower has received a Section 202 fund reservation since May 1, 1976 and giving the status of the project(s).
- Exhibit 13: A description of the Borrower's capability to sponsor, develop, own, manage, and provide special services in

connection with housing for the elderly or handicapped.

PART 4 - FINANCIAL CAPACITY AND ABILITY TO ORGANIZE, PLAN, AND COMPLETE A PROJECT FOR HOUSING AND RELATED FACILITIES

- Exhibit 14: A financial history of the Borrower.
- Exhibit 15: An estimate of start-up expenses and the source of funds to meet these expenses.

If the Borrower plans to use Section 106(b) seed money loans, a Form HUD-92290 must be submitted with required attachments. (Attached)

- Exhibit 16: Evidence of the nonprofit Borrower's ability to fund the minimum capital investment, which is defined as one percent (0.5%) of the mortgage amount committed to be disbursed, not to exceed the amount of \$10,000. The Borrower is required to submit copies of balance sheet(s) and statement(s) of income and expenses for each of the past three years the Borrower has operated.

PART 5 - PROJECT DEVELOPMENT: SITE 1/
AND PRELIMINARY PROJECT INFORMATION

- Exhibit 17: Documentary evidence that the Borrower has control of the site, e.g. a copy of a contract(s) of sale for the site or a copy of the site option agreement(s), a deed, or other legal commitment for the site.
- Exhibit 18: A map showing the location of the site and the racial composition of the neighborhood, with the area of racial concentration delineated.
- Exhibit 19: A sketch of the site plan showing the general development of the site including the location of the proposed building(s), streets, parking areas and drives, service areas, and unusual site features. Architectural sketches of the major aspects of the project.

1/In the case of project proposals to be developed exclusively or the primarily for nonelderly handicapped, the Borrower is not required to submit exhibits 17-23 at the Fund Reservation Stage, but must submit Exhibits 24 and 25.

- Exhibit 20: Evidence of permissive zoning.
- Exhibit 21: A statement as to whether proposed project will displace site occupants and a feasible relocation plan if displacement will be necessary.

- Exhibit 22: A showing that the proposal meets any special requirements or restrictions necessary for compliance with the local HAP.
- Exhibit 23: A-95 clearinghouse comments (If Borrower has submitted application to appropriate clearinghouses).
- Exhibit 24: A statement that the total housing expense (the sum of contract rents and allowances, if any) will not exceed the Fair Market Rent Limits pursuant to Section 880.204(b) (1) or Section 881.204(b) (1) of the Regulations.
- Exhibit 25: For projects exclusively or primarily for the nonelderly handicapped, where the site is not identified, a statement identifying the locality in which the project will be located.
- Exhibit 26: For projects for the elderly, a determination by local government officials of the need for units designed to permit access and use by a person in a wheelchair.

PART 6 - SPECIAL SUBMISSION REQUIREMENTS REGARDING
MODEST DESIGN AND COST CONTAINMENT

- Exhibit 27: A list of amenities and Special Spaces and Accommodations proposed for the project. The Borrower must also provide a justification for the Special Spaces and Accommodations as well as approximate sizes of each facility.
- Exhibit 28: A description of any methods proposed which will promote efficient construction.
- Exhibit 29: A statement as to whether a congregate dining facility is proposed and a demonstration that the facility will be self-sustaining and in full use at initial occupancy.
- Exhibit 30: A statement as to whether commercial space will be provided in the project. If proposed, a description of the space, including size and proposed use(s) must be provided as well as a justification for the space.

APPENDIX 3

SECTION III - GENERAL PROGRAM REQUIREMENTS AND FORMS

A. Other applicable standards:

1. The National Environmental Policy Act of 1969, the National Historic Preservation Act of 1966 (Public Law 89-665), the Archeological and Historic Preservation Act of 1974 (Public Law 93-291), and Executive Order 11593 on Protection and Enhancement of the Cultural Environment, including the procedures prescribed

by the Advisory Council on Historic Preservation in 36 CFR Part 880. The Environmental Clearance Officer in this office will provide guidance with respect to these requirements.

2. Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Acts of 1968, Executive Orders 11063 and 11246, and Section 3 of the Housing and Urban Development Act of 1968. The Equal Opportunity staff in this office will provide assistance in resolving any questions you may have concerning the rules, regulations and requirements pertaining to these laws and Executive Orders.
3. Housing Assistance Plans and Relocation Requirements. The Community Planning and Development staff in this office will provide guidance with respect to these subjects.
4. Special Requirements. The following requirements must be considered in developing a project constructed under the Section 202 program. Any special requirements for housing for the elderly or the handicapped pursuant to Section 209 of the Housing and Community Development Act of 1974 (42 U.S.C 5301); the requirements under Sections 503 and 504, P.L. 93-112, that no otherwise qualified individual shall be denied benefits of or subjected to discrimination under any program or activity receiving Federal financial assistance. With respect to housing financed under the Section 202 program, eligibility for occupancy based on Section 504 only, shall be limited to those handicapped persons whose physical conditions require housing free of architectural barriers and who need the benefits of the special design features included in such housing.

For instance, a primary entrance readily accessible to the physically handicapped, in accordance with the provisions of the American National Standards Institute (ANSI) A117.1, shall be provided to any residential structure intended for occupancy for the elderly or physically handicapped, all elevator residential structures and all buildings containing 25 or more housing units, and nondwelling facilities.

In housing designed specifically for the elderly or handicapped, some of each type of living unit may need to be arranged to permit access and use by a person in a wheelchair.

It has been determined that HUD's Minimum Property Standards applicable to Section 202 satisfy the requirements of Section 209 of the Housing and Community Development Act of 1974 and the special requirements for the handicapped pursuant to the standards established by HUD under the Architectural Barriers Act of 1968 (82 Stat. 718).

* * * * *
* * * * *
* * * * *
* GRAPHICS MATERIAL IN ORIGINAL DOCUMENT OMITTED *
* * * * *
* * * * *
* * * * *
* * * * *
* * * * *
* * * * *
* * * * *
* * * * *