###  AFFORDABLE HOUSING TRUST FUND GRANT APPLICATION

### Fall 2022

* Applicants must submit 3 **copies** of the attached application, checklists and exhibits to:

Affordable Housing Trust Fund

Office of the Affordable Housing Commission

1520 Market Street, Suite 2080

St. Louis, Missouri 63103

######  Deadline: 4:00 p.m., October 29, 2022

The Affordable Housing Commission is preparing to open its annual funding round to the community. The Fall 2022 round will make available $9,019,372 million dollars for eligible grants and loans.

* Proposals must be for programs which assist households at or below 80% of the St. Louis area’s median income, adjusted for family size (see attached 2022 Area Median Income Guidelines.) At least 40% of AHC funds awarded must go to programs/projects that benefit persons or families below 20% of the St. Louis area’s median income, adjusted for family size.
* Applicants must submit proposals using the AHTF Application, dated 2022.
* **ONE** proposal must be submitted in a ***hardbound one inch, three-ring binder with tabs*** corresponding to the Application Checklist and two additional copies *without* tabs secured with a **binder clip** (do not staple or attach with paper clips). ***Please do not submit proposals with two sided pages.*** Applicants must also provide a copy of the application and all exhibits on a labeled jump drive (USB/thumb drive).
* Applicants must respond to each question and request for documentation noted in the application and checklist.
* Applicants should not refer to other sections of the proposal, or to other material, when responding to questions. Each response should be brief and self-supporting.
* All sections of the application must be submitted for all proposals.

Should you have any questions please contact the Affordable Housing Commission staff at (314) 657-3880.

**Priorities for grants funded for this 2022 round include quality applications that:**

* Propose housing, shelter, or housing services for persons and families with incomes at or below 20% of the area median income.
* Provide assistance for initiatives that prevent homelessness for households or individuals earning at or below 80% of the area median income.
* Provide affordable housing services (grant program) while advancing ten or more objectives outlined in the City’s Sustainability Plan. <https://www.stlouis-mo.gov/government/departments/planning/documents/city-of-st-louis-sustainability-plan.cfm>
* Provide housing preservation, maintenance and housing services for residents living within the 17th Ward (2021) boundaries.
* Provide housing preservation, maintenance and housing services for residents living in neighborhoods North of Delmar.

**Program Type Explanation**

**Homeless Services: Serves individuals/families who are homeless or in danger of becoming homeless**.

1. Shelters
2. Mortgage assistance
3. Foreclosure Prevention
4. Rental assistance
5. Utility assistance
6. Emergency home repair
7. Housing counseling
8. Meals
9. Health Care
10. Child Care
11. Mental Health services
12. Other (Please be specific)

**Education/Training: Serves individuals/families who would benefit from services assisting them to maintain themselves in affordable housing**.

1. Home maintenance counseling
2. Financial benefits counseling
3. Community Resource counseling
4. Independent living training for persons with disabilities
5. Individual Development Accounts
6. Home Buyer education/assistance
7. Other (Please be specific)

**Emergency/Transitional housing: Serves individuals/families with short-term housing needs.**

1. Programs for abused women
2. Programs for pregnant women/teens
3. Substance/chemical dependency rehabilitation support services
4. Prison Re-entry programs
5. Operating short term emergency housing
6. Housing Counseling
7. Food Pantry
8. Job training
9. Life skills courses
10. After school programs
11. Social service/case management
12. Computer center
13. Library
14. Other (Please be specific)

**Home Repair/Accessibility Modifications: Serves individuals/families with maintenance and preservation of affordable housing.**

1. Programs that provide grants or loans for home repair and maintenance
2. Programs that provide grants for accessibility modifications
3. Other (Please be specific)

**Lead Based Paint Remediation: Services that provide grants or loans for lead based paint removal.**

1. Testing, remediation and related repairs for lead based paint abatement
2. Other (Please be specific)

# **Rent/Mortgage/Utility Assistance: Services individuals/families with rental, mortgage, and utility assistance.**

1. Security Deposits
2. Application fees
3. Utility Deposits/Subsidy
4. Monthly rent
5. Mortgage Assistance
6. First-time homebuyers/down payment assistance
7. Other (Please be specific)

**Neighborhood Stabilization:**

Extent to which Affordable Housing Trust Fund activities impede the deterioration of accessible, affordable properties in City neighborhoods. Some funded activities could include mortgage foreclosure prevention, eviction prevention, neighborhood behavioral modifications and property management.

**The Affordable Housing Trust Fund allows for program operations/administration costs to operate service delivery programs by non-profit organizations/agencies.** This covers costs of staff to deliver services as opposed to overhead costs of the organization/agency. The Affordable Housing Commission encourages leveraging of these types of costs with other funding sources.

***NOTE: All rehab/construction proposals should be made on the appropriate AHTF Housing Production Application. Applicants seeking construction funding do not need to complete AHC’s Grant Application.***

# AHC Application Submission Policy & Standards of Conduct

All funding applicants are required to follow AHC’s Application Submission Policy and to adhere to AHC’s Standards of Conduct as outlined below:

1. AHC will accept applications before and until the NOFA deadline
2. AHC does not guarantee that application support materials that are received by AHC after the NOFA deadline will be included and considered as part of the application.
3. AHC staff may use discretion regarding acceptance and inclusion of application support materials that are received by AHC after the NOFA deadline.
4. AHC staff may decline in-person meetings and limit discussions with current applicants from the time the funding round closes until the AHC voting meeting.
5. AHC staff may contact any applicant at any time during the course of a Competitive Process (before, during, or after a funding round) to clarify items submitted or to obtain answers to questions from the Commission.
6. Applicants are advised not to lobby AHC staff and Commissioners. If such activity is reported, consequences may include disqualification of the proposal(s) from the current or future funding rounds.
7. Applicants are never to approach Commissioners at their homes or their place of work. Such action will disqualify the applicant from AHC funding.
8. Commissioners are asked not to contact applicants directly to avoid repetitive inquiries and conflicting or erroneous proposal information.
9. Commissioners are asked to inform AHC staff when they are contacted by the applicants or applicant representatives about: agencies seeking funding, projects/programs competing for funding, or proposal review and consideration.
10. The general public may speak during the public comment portion of AHC meetings if time permits, as determined by the AHCF Chairman.

**The information presented should not be construed as a complete list of the regulations and requirements governing Trust Fund financing. Upon filing an application, you acknowledge that you assume all risks of change in the Commission’s rules and regulations or policies concerning this program, together with any adverse effects upon you therefrom and any resulting costs thereof.**

Affordable Housing Commission

# Fall 2022 Affordable Housing Trust Fund Application

|  |  |
| --- | --- |
| Applicant: |       |
| Contact :  |       |
| Telephone: |       | Fax: |  |
| Email: |  |

###### Application Checklist

* Each document listed below must be enclosed for the application to be considered complete.
* Incomplete applications *will not* be considered for funding.
* Applicants must submit **3 copies** of the application: **One *hardbound one inch, three-ring binder with tabs*** corresponding to each number and two *without* tabs and secured with a binder clip only (do not staple or attach paper clips.) Please do not submit proposals with two sided pages. Applicants must also provide a copy of application and all exhibits on a labeled USB drive.

1). [ ]  **AHTF Application Form –** All Sections must be included.

2). [ ]  **Sustainability Impact Statement**

3). [ ]  **Narrative description –** Please include Narrative Checklist of the AHTF Application Form under this tab. All items listed on page 15 **must be included** in the narrative.

 4). [ ]  Exhibit A: Program operating guidelines (should outline how the program operates, i.e., intake process, staff responsibility, client eligibility, etc.)

5). [ ]  Exhibit B: Resumes of program staff

6). [ ]  Exhibit C: Current Line item program budgets

7). [ ]  Exhibit D: Statement of program sources and uses

8). [ ]  Exhibit E: Agency budget

9). [ ]  Exhibit F: Agency’s most current audited financial statement

10). [ ]  Exhibit G: Board of Directors member list

11). [ ]  Exhibit H: Secretary of State Certificate of Good Standing (current within 3 months)

12). [ ]  Exhibit I City/locality map showing area of service and location of program/facility

13). [ ]  Exhibit J: Community and legislative letters of support

14). [ ]  Exhibit K: **Data Form** – (K1-K4) must be completed by shelter, emergency aid, home repair providers, and providers of housing services in permanent and transitional rental properties. Individual forms are located at the back of the Application.

15). [ ]  Exhibit L: Articles of Incorporation

16). [ ]  Exhibit M: Copy of Agency’s Federal Tax Exemption Letter – 501(c) 3

**IMPORTANT NOTE:** If your request is for construction funds, you must complete the Rental Housing Project Application **or** the For-Sale Housing Project Application. This application is for an affordable housing program or service.

AFFORDABLE Housing Commission

# 2022 Affordable Housing Trust Fund

# Grant Application

#### General Information

|  |  |  |
| --- | --- | --- |
| A. | Applicant (Agency): |       |
|  | Address: |       |
|  | City: |       | Zip: |       |
|  | County: |       |
|  |
| B. | Contact Person for Application: |       |
|  | E-mail |  |  |  | Title |  |
|  | Phone: |       |  | Fax: |       |
|  |
| C. | Director/C.E.O.: |  |
|  | I hereby acknowledge that the submission of this AHTF request has been |
|  | Approved by me and the Board of Directors, if necessary. |
|  | Signature:  |  |
|  | Print name: |  | Title |  |
|  | Phone: |       | Fax: |       |
| D. | Federal Tax Employer Identification Number:  |       |
|  |  |
| E. | Agency Type: (check all that apply) |
|  | [ ]  | Nonprofit |  | [ ]  | For-profit |  | [ ]  | Other:  |  |
|  | [ ]  | Subsidiary {please attach name and address of parent organization, description of relationship and tax status} |

#### Proposal Information

|  |  |
| --- | --- |
| **A.** | Applicant (Agency): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Program name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | **Address** **of Program**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **B.** | Program type: |
| □ Neighborhood Stabilization | □ Education/Training/Database | □ Disability Modification |
| □ Home Repair (including rentals) | □ Lead Abatement | □ Transitional Housing |
| □ Rent/Mortgage/Utility Subsidy | □ Homeless Prevention/Shelter | □ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| **C.** | Funds will assist households at: |
|  | □ 80% AMI | □ 20% AMI | □ Other \_\_\_\_\_\_\_\_\_\_\_\_ |
| **D.** | Number of **individuals** projected to be assisted over 12 months: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| **E.** | Target groups to benefit from program: |
|  | □ Families | □ Women | □ Men |
|  | □ Children | □ Elderly | □ Physically disabled |
|  | □ Mentally disabled |  |  |
|  |  |  |  |
| **F**. | City Ward the program is located in: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(List all known wards or state "City wide" if applicable) |
|  |  |
| **G.** | Amount of Assistance requested: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| **H**. | Requested amount reflects: \_\_\_\_\_\_\_\_\_% of the program budget of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| **I**. | Requested amount reflects: \_\_\_\_\_\_\_\_\_% of the total agency budget of $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |
| **J.** | Is this program currently in existence? |  □ Yes □ No |
|  | If yes: how many years \_\_\_\_\_\_ | Typically assists: | Persons annually \_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Is this program currently funded by AHC? |  □ Yes □ No |

|  |  |
| --- | --- |
| **K.** | **Funding Priorities -** Priorities for grants funded for this round include quality applications that:  |
|  | Provide housing, shelter, or housing services for persons and families with incomes ≤20% AMI.  |
|  | Will this proposal create or preserve housing/shelter for households ≤20% of the area median income? |
|  | **🞎 Yes 🞎 No** | If yes, please state the number of 20% AMI units: \_\_\_\_\_\_\_\_\_\_ |
|  |  |  |
|  | **Provide assistance for initiatives that prevent homelessness for persons/families with incomes ≤80% AMI?** |
|  | Will this proposal prevent homelessness for persons earning ≤80% AMI? |
|  | **🞎 Yes 🞎 No** | If yes, explain how this program prevents homelessness: |
|  |  |
|  |  |
|  |  |
|  |  |
|  | **Programs that provide affordable housing services while advancing ten or more objectives outlined in the City’s Sustainability Plan** http://www.stlouis-mo.gov/government/departments/planning/documents/city-of-st-louis-sustainability-plan.cfm. |
|  |  |
|  | Will this proposal provide affordable housing services while advancing ten (10) objectives in the City's Sustainability Plan? |
|  | **🞎 Yes 🞎 No** |
|  | **All applicants must complete the Sustainability Impact Statement, included in the application.** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |  |
| --- | --- | --- |
|  | **SUSTAINABILITY IMPACT STATEMENT** | **EXHIBIT G** |
|  | Below are the Objectives in the City's Sustainability Plan. Please indicate all activities in your program that advance the City's Sustainability Plan. At program completion, you will update this chart. | **Applicable** |
|  |  |  |
|  | **Urban Character, Vitality & Ecology** |  |
|  | **A. Support Designated Districts that Focus on Job Creation and Economic Prosperity** |  |
| 1 | Reinforce the City's Central Corridor as the dynamic "heart" of the region |  |
| 2 | Provide and market a smart grid, Wi-Fi Hot spots and technological infrastructure |  |
| 3 | Develop designated areas via incentives for "green" and technical industries  |  |
| 4 | Increase riverfront development and provide safe public access and associated recreational activities |  |
| 5 | Provide development incentives to encourage transit-oriented-development  |  |
|  |  |  |
|  | **B. Develop Healthy, Compact, Transit-Served Smart Neighborhoods** |  |
| 1 | Prioritize infill development to develop thriving compact communities and vibrant mixed-use main streets |  |
| 2 | Update local street design standards and implement the Complete Streets Ordinance |  |
| 3 | Create Citywide, and multiple neighborhood scale mobility plans |  |
| 4 | Discourage development that reduces transit, bike, and pedestrian use |  |
| 5 | Create Form-Based Code Overlay Districts  |  |
| 6 | Expand on the safe routes to school program for neighborhood children  |  |
| 7 | Encourage communities to improve their own neighborhood  |  |
|  |  |  |
|  | **C. Strengthen Use, Access, and Programming of Civic Amenities, Public Spaces and Streets** |  |
| 1 | Design public spaces and neighborhood streets as gathering spaces for people  |  |
| 2 | Increase support and funding to bring programs and activities to public spaces |  |
| 3 | Expand neighborhood access to school grounds and other public facilities during off times |  |
| 4 | Improve school yards, playgrounds, fields, and gyms for physical activity  |  |
| 5 | Maintain public spaces and neighborhood streets  |  |
|  |  |  |
|  | **D. Support and Increase the City's Greenscape, Including its Existing Park System and Tree Canopy** |  |
| 1 | Ensure all residents have access to parks, recreation facilities, and open spaces  |  |
| 2 | Develop a healthy active living program that utilizes City parks |  |
| 3 | Development a regional greenway and trail system  |  |
| 4 | Develop funding, operations, and management partnerships for public parks |  |
| 5 | Update City park and open space plans |  |
| 6 | Increase visual identity and branding of City parks  |  |
| 7 | Expand the City's tree canopy  |  |
| 8 | Develop a City-wide public and private reforestation campaign |  |
| 9 | Utilize existing park and green space improvements to drive economic and community development |  |
| 10 | Use volunteers as park stewards for all City parks |  |
|  |  |  |
|  | **E. Promote Conservation and Revitalization of the City's Unique Biodiversity and Natural Resources** |  |
| 1 | Celebrate and increase activity along the Mississippi Riverfront  |  |
| 2 | Remove/change infrastructure to improve riverfront access |  |
| 3 | Restore, clean and activate the City's waterways  |  |
| 4 | Conduct a regional natural resources inventory and implement protections  |  |
| 5 | Promote inclusion of native plants and habitats on public and private land |  |

|  |  |  |
| --- | --- | --- |
| 6 | Provide public education on the City's natural heritage and resources  |  |
| 7 | Create a long range City wildlife plan to connect key wildlife areas  |  |
|  |  |  |
|  | **F. Preserve the City's Historically & Architecturally Significant Districts, Buildings,** |  |
|  | **Landmarks and Landscapes** |  |
| 1 | Preserve and reuse buildings as a means of achieving sustainability  |  |
| 2 | Continue to integrate preservation into the planning and building approval process  |  |
| 3 | Create additional events, resources and publications that document and celebrate the City's heritage |  |
| 4 | Protect historic residential and commercial properties vulnerable to foreclosure, tax forfeiture, or demolition |  |
| 5 | Promote the redevelopment of historic homes and commercial properties |  |
| 6 | Prevent scavenging of bricks, metals, and other building materials from vacant buildings |  |
| 7 | Encourage the re-use of historic building materials |  |
| 8 | Promote public engagement in the historic preservation movement |  |
|  |  |  |
|  | **G. Increase Access to Affordable Housing in Neighborhoods with Access to Transit and Amenities** |  |
| 1 | Develop affordable housing in concert with long range transit and economic development planning |  |
| 2 | Encourage mixed income/use affordable housing in high amenity neighborhoods  |  |
| 3 | Expand inclusionary policies in order to create economically-integrated communities |  |
| 4 | Integrate low income housing into market-rate and mixed use developments  |  |
| 5 | Promote neighborhood stabilization efforts |  |
| 6 | Experiment with new ways to raise funds and build partnerships to build sustainable and affordable housing |  |
| 7 | Support the development of housing with embedded supportive services  |  |
| 8 | Offer housing that is energy efficient and environmentally sustainable |  |
|  |  |  |
|  | **H. Encourage Creative, Smart and Sustainable Uses for Under-Utilized Land and Buildings** |  |
| 1 | Develop a City-wide strategic plan for maintaining and developing vacant land and property  |  |
| 2 | Actively market and publicize the available properties and buildings that LRA owns  |  |
| 3 | Provide special lot-purchasing programs and encourage creative temporary or permanent land uses |  |
| 4 | Continue to remove site contamination and promote brownfield redevelopment |  |
| 5 | Assess the viability of employing natural systems for remediation of contaminated land  |  |
| 6 | Maintain appearance of vacant land and abandoned properties  |  |
| 7 | Take action to eliminate illegal dumping and other environmental crimes |  |
| 8 | Enhance community cleaning and beautification efforts  |  |
|  |  |  |
|  | **I. Build a Vibrant, Community-Based Agriculture Industry** |  |
| 1 | Facilitate agriculture practices with zoning code updates  |  |
| 2 | Broaden the definition of acceptable forms of farming  |  |
| 3 | Develop policies and programs that permit leasing of vacant lots for community gardens |  |
| 4 | Ensure urban agriculture is a profitable, viable enterprise  |  |
| 5 | Partner with neighborhoods and developers to provide a community development aspect to urban agriculture |  |
| 6 | Incubate innovative new urban agriculture ventures  |  |
|  |  |  |
|  | **J. Facilitate Place-Based, Integrated Sustainability Planning** |  |
| 1 | Engage in place-based planning and improvements around community anchors  |  |
| 2 | Use zoning and land-use planning to foster sustainable development  |  |
| 3 | Employ form-based zoning to promote healthy, compact and active communities  |  |
| 4 | Preserve neighborhood residential areas and commercial and mixed uses on corners and major corridors |  |
| 5 | Increase the effectiveness of major commercial corridors  |  |
| 6 | Develop codes for transit oriented development districts |  |
| 7 | Integrate sustainable parking practices into neighborhood and district plans |  |
| 8 | Incorporate sustainability in economic development programs |  |
| SAA2 | Make LRA land available at no cost for smart, productive, create re-use of the land |  |
| SAA4 | Increase the number of trees planted by 16,000 or 15% |  |
|  |  |  |
|  | **Arts, Culture & Innovation** |  |
|  | **A. Utilize the Arts, Culture, Design, Creative, and Innovation Industries for Economic and Community Development** |  |
| 1 | Continue to attract and sponsor major arts, design, and cultural events  |  |
| 2 | Market the City's arts, cultural, and innovative industries in order to attract and retain "young professionals" and the "creative class" |  |
| 3 | Include youth development and education within art and culture projects and programs |  |
| 4 | Encourage the development of affordable artist housing, studios, and venues |  |
| 5 | Diversify the City's range of arts, creative, and innovation industries  |  |
| 6 | Develop a long-range "arts culture and innovation" policy and master plan |  |
| 7 | Encourage sustainable practices and community-wide leadership |  |
|  |  |  |
|  | **B. Increase Affordable and Equitable Access to a Diversity of Arts & Culture** |  |
| 1 | Provide affordable after-school, summer sports and arts camps |  |
| 2 | Ensure existing arts and cultural events and venues are easily accessible  |  |
| 3 | Provide all residents with access to basic arts and cultural amenities, experiences, events, instruction, and resources |  |
| 4 | Support the expansion of the Zoo Museum District (ZMD) to additional venues  |  |
| 5 | Ensure all residents have access to information about arts and cultural events |  |
|  |  |  |
|  | **C. Develop Multi-Use, Transit Accessible Arts and Cultural Districts** |  |
| 1 | Ensure arts & cultural districts are multi-use, walkable, and well served by transit  |  |
| 2 | Facilitate development of arts, culture, and innovation TOD's  |  |
| 3 | Encourage synergies within arts and cultural development  |  |
| 4 | Ensure arts and cultural districts remain affordable and diverse  |  |
| 5 | Target developing arts & cultural districts for streetscape and public space improvements |  |
|  |  |  |
|  | **D. Encourage Innovation through Smart Learning Hubs and Venture Capital** |  |
| 1 | Develop smart learning hubs as centers of research and innovation |  |
| 2 | Improve access to smart technology in all innovation districts and corridors  |  |
| 3 | Facilitate venture capital and human capital support for smart learning hubs  |  |
| 4 | Develop a systematic commitment to creating a culture of innovation  |  |
| 5 | Create a social and environmental innovation research lab for sustainability  |  |
|  |  |  |
|  | **E. Encourage Public Art and Design that Builds Vibrancy and Identity** |  |
| 1 | Use distinctive public art, architecture, landscape, and streetscape to build City and neighborhood identity |  |
| 2 | Implement the 1% for public art program  |  |
| 3 | Expand arts and cultural events and out-door programs  |  |
| 4 | Use temporary public art projects and programs to revitalize underutilized City areas |  |
| 5 | Develop a long-range public art and design plan  |  |
| 6 | Foster art and design that beautifies public transit  |  |
| 7 | Encourage collaborations that build places and destinations through art  |  |
|  |  |  |
|  | **F. Promote and Develop Arts, Cultural and Innovation Facilities, Resources, and Events** |  |
| 1 | Revitalize existing, and develop new arts and cultural facilities  |  |
| 2 | Encourage the expansion of arts and cultural events and showcases |  |
| 3 | Create a City-wide "art and design week"  |  |
| 4 | Develop a cohesive City-wide national marketing strategy |  |
| 5 | Expand existing online resources for information on arts and culture  |  |
| 6 | Develop a "homesteading" live/work program |  |
| 7 | Assist artists, cultural groups and venues in the promotion of their work |  |
|  |  |  |
|  | **G. Build Arts, Design and Cultural Leadership, Volunteerism, Stewardship and Funding** |  |
| 1 | Provide leadership training in community oriented arts |  |
| 2 | Foster collaboration between arts and cultural organizations to share knowledge and build capacity |  |
| 3 | Harness community energy and interest in the arts through volunteer programs  |  |
| 4 | Involve artists and the "creative class" in the community  |  |
| 5 | Support small / mid-sized community arts and culture organizations and individual artists |  |
| 6 | Develop partnerships to find new venues for artists and creative industries |  |
| SAA6 | Build Phase II of CORTEX bioscience and technology research district |  |
|  |  |  |
|  | **Empowerment, Diversity & Equity** |  |
|  | **A. Embrace the Value of Diversity, Aspire Towards Equity, and Attract and Retain a Diverse Population and Culture** |  |
| 1 | Support and strengthen programs to retain the City's diverse population  |  |
| 2 | Conduct an open dialogue within the community, educational institutions, and businesses about race, gender, class, and lifestyle differences |  |
| 3 | Enhance opportunities available for minorities, women, and the disadvantaged  |  |
| 4 | Establish St. Louis as a community of opportunity for all lifestyles  |  |
| 5 | Offer a variety of cultural events and awareness programs that celebrate diversity in the City of St. Louis |  |
| 6 | Assist those who immigrate to the City of St. Louis and seek to attract new, diverse residents |  |
| 7 |  Enforce civil and equal rights for all |  |
|  |  |  |
|  | **B. Encourage Civic Engagement, Transparency and Leadership** |  |
| 1 | Involve the public in decisions that are relevant to their communities |  |
| 2 | Expand accessibility of public meetings to increase public input on community issues  |  |
| 3 | Increase turnout for voting opportunities  |  |
| 4 | Promote the diversity of City boards and commissions to reflect the City's cultural, economic, social, and geographic mix |  |
| 5 | Empower community development corporations, neighborhood advisory committees, and sustainability advocacy groups |  |
|  |  |  |
|  | **C. Promote Youth Development, Education, Engagement and Empowerment** |  |
| 1 | Provide early-education and supplemental youth education programs |  |
| 2 | Provide affordable after-school, summer enrichment, and volunteer programs  |  |
| 3 | Develop supervised entertainment, recreation, and commercial areas for youth |  |
| 4 | Provide prevention/intervention programs, and mental/emotional health counseling  |  |
| 5 | Direct youth towards college and technical school from an early age  |  |
| 6 | Create opportunities for youth as they enter young adulthood and the workforce  |  |
| 7 | Develop a green jobs program for youth  |  |
| 8 | Encourage youth civic engagement at all levels |  |
| 9 | Improve the availability of transportation for youth |  |
| 10 | Ensure youth and families have access to healthy food  |  |
|  |  |  |
|  | **D. Promote Senior Civic Involvement, Empowerment, and Intergenerational Engagement** |  |
| 1 | Encourage and facilitate "Aging-In-Place"  |  |
| 2 | Offer safe, affordable and convenient transportation for seniors |  |
| 3 | Encourage intergenerational programs that bring together seniors and youth |  |
| 4 | Expand efforts to engage seniors in civic and volunteer programs |  |
| 5 | Promote healthy senior living programs at community facilities  |  |
|  |  |  |
|  | **E. Reduce Homelessness and Support Low Income Families & the Unemployed** |  |
| 1 | Develop and enhance the homeless services continuum of care  |  |
| 2 | Develop measures to prevent people from falling into poverty or homelessness  |  |
| 3 | Provide a safety net of social services in case of emergencies or personal crisis |  |
| 4 | Expand the capacity to create additional affordable housing units |  |
| 5 | Create pathways for qualified low-income families to become homeowners  |  |
| 6 | Support efforts to reduce foreclosures and evictions  |  |
| 7 | Provide job placement services for the unemployed and underemployed |  |
| 8 | Develop an online public resource of available human, medical, and social services in the City |  |
|  |  |  |
|  | **F. Ensure Equal Access to Amenities, Business Opportunities, Transportation, and Safety and Healthy Neighborhoods** |  |
| 1 | Address blighting and environmental health hazards  |  |
| 2 | Ensure residents have access to public transit and alternate modes of transportation  |  |
| 3 | Ensure all neighborhoods are safe and are perceived to be safe  |  |
| 4 | Ensure equal distribution of healthy food options |  |
| 5 | Conduct a City-wide equity assessment  |  |
| 6 | Ensure the application of universal design and accessibility codes  |  |
| SAA10 | Implement Board Bill 297 pertaining to workforce inclusion |  |
|  |  |  |
|  | **Health, Well-Being & Safety** |  |
|  | **A. Advance Positive Behavior, Nonviolent Conflict Resolution, and Crime Prevention** |  |
| 1 | Establish a community security structure |  |
| 2 | Create opportunities for positive dialog between Police officers and the local community |  |
| 3 | Develop more school (and afterschool) programs |  |
| 4 | Provide services to reduce mental and physical pain and suffering from criminal and emotionally disruptive events |  |
| 5 | Plan and design buildings, spaces, and environments for safety  |  |
|  |  |  |
|  | **B. Reduce Toxins in the Environment** |  |
| 1 | Promote awareness, education and program development around air quality issues |  |
| 2 | Enforce regulatory standards and ordinances around air quality  |  |
| 3 | Reduce air pollution and other harmful emissions from vehicles and engine-driven equipment |  |
| 4 | Educate residents about alternatives to use of toxic materials and hazardous chemicals  |  |
| 5 | Reduce exposure of lead-based paint poisoning and remediate lead-based paint hazards |  |
| 6 | Remediate and redevelop contaminated land |  |
|  |  |  |
|  | **C. Increase Access to Healthy, Local Food, and Nutritional Information** |  |
| 1 | Eliminate food deserts and improve access to fresh produce  |  |
| 2 | Connect food growers with food consumers |  |
| 3 | Support agriculture opportunities in the City |  |
| 4 | Begin healthy food choice education at the elementary level  |  |
| 5 | Make farmers markets and other local food access systems readily available to everyone |  |
| 6 | Make healthy food options the most convenient choice  |  |
| 7 | Provide education on nutrition  |  |
| 8 | Deliver healthy food to those in need |  |
|  |  |  |
|  | **D. Encourage Physical Activity, Fitness, and Recreation** |  |
| 1 | Include activity options, program opportunities and cultural attributes in greenways and public spaces |  |
| 2 | Promote public events that feature fitness and physical activity |  |
| 3 | Encourage physical activity and healthy modes of commuting  |  |
| 4 | Design buildings to encourage physical activity  |  |
|  |  |  |
|  | **E. Ensure Access to Local Health Systems, Services, and Information** |  |
| 1 | Offer a health information resource database system |  |
| 2 | Identify sectors which are at risk of not receiving quality health care, and create strategies to provide services to them |  |
| 3 | Conduct community-based wellness programs |  |
| 4 | Encourage preventative care  |  |
| 5 | Offer safe and convenient ways of disposing of medicines  |  |
| 6 | Streamline incompatibilities across different healthcare systems |  |
| 7 | Perform capital improvements to disadvantaged healthcare facilities  |  |
|  |  |  |
|  | **F. Minimize Vulnerability to Hazards and Disasters** |  |
| 1 | Facilitate awareness, access, and training around emergency preparedness resources |  |
| 2 | Promote discussion of emergency prevention and response at the neighborhood and family level |  |
| SAA14 | End chronic Homelessness |  |
|  |  |  |
|  | **Infrastructure, Facilities & Transportation** |  |
|  | **A. Facilitate Affordable, Efficient, Convenient, Accessible, Safe, and Healthy Transport of People and Goods** |  |
| 1 | Advance the City of St. Louis as a transportation hub |  |
| 2 | Encourage transit oriented development  |  |
| 3 | Pilot transportation improvement districts |  |
| 4 | Promote cycling amenities and infrastructure |  |
| 5 | Develop funds for public transit based on revenues  |  |
| 6 | Conduct outreach and advocacy programs which advance multi-modal commuting options |  |
| 7 | Offer balanced traffic flow |  |
| 8 | Increase shared-vehicle programs and opportunities  |  |
| 9 | Use highly efficient, low-emitting vehicles |  |
|  |  |  |
|  | **B. Promote Energy Efficiency and Utilize Cleaner Forms of Energy** |  |
| 1 | Encourage home and business energy efficiency through energy efficiency and conservation programs |  |
| 2 | Increase the installed base of renewable energy  |  |
| 3 | Conduct ongoing energy performance measurement and tracking |  |
| 4 | Conduct investment-grade energy audits at large buildings and complexes  |  |
| 5 | Purchase Energy Star certified equipment |  |
| 6 | Establish a renewable energy standard for City government operations |  |
| 7 | Upgrade streetlights with energy efficient bulbs  |  |
| 8 | Make water pumps and related infrastructure more energy efficient  |  |
| 9 | Study the potential for development of hydroelectric resources |  |
| 10 | Utilize utility scale options to reduce overall community energy consumption  |  |
| 11 | Advance developing and innovative energy solutions and infrastructure  |  |
| 12 | Offer innovative financing for energy efficiency and clean energy improvements |  |
|  |  |  |
|  | **C. Reduce Greenhouse Gas Emissions** |  |
| 1 | Measure and report greenhouse gas emissions |  |
| 2 | Engage in climate action planning  |  |
| 3 | Support regional cooperation on abating climate change  |  |
| 4 | Reduce greenhouse gas emissions  |  |
| 5 | Develop resiliency and adaptation capacity in response to climate change |  |
|  |  |  |
|  | **D. Minimize Landfill-Bound Waste** |  |
| 1 | Offer recycling throughout the City |  |
| 2 | Support materials and equipment repurposing programs |  |
| 3 | Provide residential and business hazardous waste collection opportunities |  |
| 4 | Collect and compost organics and yard debris  |  |
| 5 | Use waste diversion as a source of revenue  |  |
| 6 | Advance waste diversion education and outreach programs  |  |
| 7 | Reduce the manufacture and waste of retail packaging and plastics  |  |
| 8 | Reduce virgin paper use and increase use of paper with recycled content |  |
|  |  |  |
|  | **E. Manage Stormwater and Wastewater to Protect and Enhance Property and Natural Systems** |  |
| 1 | Develop a natural stormwater management masterplan  |  |
| 2 | Incorporate green infrastructure practices  |  |
| 3 | Use pilot projects to explore ways to achieve net zero stormwater discharge  |  |
| 4 | Reduce wastewater treatment loads and divert wastewater treatment sludge from landfills |  |
| 5 | Evaluate innovations in water pollution prevention  |  |
| 6 | Raise awareness of storm/wastewater impacts through education and outreach programs |  |
|  |  |  |
|  | **F. Provide the Best Quality Water from Sustainable Sources** |  |
| 1 | Ensure clean water is available for City use |  |
| 2 | Advance responsible water use |  |
| 3 | Make data on water usage available by property |  |
| 4 | Encourage limits on outdoor potable water consumption  |  |
| 5 | Develop a water delivery and treatment system which accommodates multiple levels of water quality |  |
| 6 | Reduce consumption of bottled water |  |
| 7 | Continue to supply potable water that exceeds drinking water standards |  |
| 8 | Attract water-driven businesses to St. Louis  |  |
|  |  |  |
|  | **G. Advance Health and Resource Efficiency in Buildings** |  |
| 1 | Collect and share data on local climate conditions and place drivers  |  |
| 2 | Strive for the highest levels of energy efficiency and maximize the deployment of clean energy solutions in buildings |  |
| 3 | Ensure building and site development integrates with natural site ecology |  |
| 4 | Advance the use of high-efficiency building related water systems and technologies  |  |
| 5 | Encourage re-use of materials and divert waste from landfills  |  |
| 6 | Provide healthy interior environments in commercial and public buildings |  |
| 7 | Evolve local codes and ordinances to meet or exceed national and international standards |  |
| 8 | Compile data on high efficiency building performance  |  |
| 9 | Offer integrated green building education  |  |
|  |  |  |
|  | **H. Facilitate Access to Leading Edge Information Exchange Systems** |  |
| 1 | Develop a virtual meeting network |  |
| 2 | Provide Wi-Fi and high speed internet access across the entire City |  |
| 3 | Encourage innovative and useful app and website development |  |
| 4 | Brand the City as a communications hub |  |
| 5 | Make computers and internet access broadly available  |  |
| SAA18 | Increase bike racks by 150% |  |
|  |  |  |
|  | **Education, Training & Leadership** |  |
|  | **A. Increase the High School Graduation Rate and the Quality of the K-12 Educational Experience** |  |
| 1 | Build a strong connection between individual schools and the neighborhoods and families they serve |  |
| 2 | Assure that every child enters kindergarten ready for school  |  |
| 3 | Build capacity of teachers and administrative staff within the schools using professional development and cross-training opportunities |  |
| 4 | Make post-secondary education financially viable for any graduate of City schools  |  |
| 5 | Incentivize high quality graduates of education programs to teach in the St. Louis public school system |  |
| 6 | Prepare K-12 students for post-secondary life or careers through college counseling and career mapping exercises |  |
| 7 | Provide healthy food options in St. Louis Public Schools  |  |
|  |  |  |
|  | **B. Provide Continuing Education Opportunities** |  |
| 1 | Increase the amount and quality of child day care facilities to make it easier for parents to participate in continuing education programs |
| 2 | Make books, reading opportunities, and literacy initiatives widely available |  |
| 3 | Provide transportation to and scholarships for early childhood programs  |  |
| 4 | Boost workers' abilities to pass standard employment training entry tests  |  |
| 5 | Leverage the strength of the local labor unions for job creation through pre-apprenticeship programs |  |
|  |  |  |
|  | **C. Link National Economic Growth Sectors to Local Training** |  |
| 1 | Link employees to information and the variety of education and training programs to assure that fundamental and specialized skills are taught and kept current |
| 2 | Increase communications to employees about training and grant opportunities  |  |
| 3 | Rebrand vocational education programs as valuable and lucrative options for growing technical or craft-based industries that could lead to entrepreneurship |
| 4 | Provide more on-the-job training programs within stable and emerging industries |  |
|  |  |  |
|  | **D. Nurture Leadership and Management Capabilities in Business, Government, and Neighborhoods** |  |
| 1 | Promote professional development continuing education credits  |  |
| 2 | Encourage and celebrate new ideas and programs developed by City employees or departments |  |
| 3 | Collaborate to offer cross-discipline and cross-sector professional development training |  |
| 4 | Encourage professional development at regular time intervals |  |
| 5 | Develop strategic plans for each neighborhood  |  |
| 6 | Offer a neighborhood/community leadership program to train people in the skills needed for neighborhood planning and advocacy |  |
|  |  |  |
|  | **E. Increase Citizens' Environmental Literacy** |  |
| 1 | Educate and empower citizens in methods and benefits of being environmentally sustainable |  |
| 2 | Incorporate environmental literacy tenets in curricula in elementary and high schools |  |
| 3 | Celebrate local sustainable practices by professionals and citizens alike |  |
| 4 | Facilitate spaces and programs which strive to nourish children's curiosity, growth, and creativity through unstructured play time outside in nature and other outdoor activities |
|  |  |  |
|  | **Prosperity, Opportunity & Employment** |  |
|  | **A. Assure the Employability of the Entire Labor Force** |  |
| 1 | Increase the post-high school education and training rate  |  |
| 2 | Offer job training programs at accessible community-based locations  |  |
| 3 | Make information available about jobs both in and outside the City  |  |
| 4 | Adapt "green" jobs training both new and existing occupations |  |
| 5 | Link schools and education with the professional workforce  |  |
| 6 | Provide rewards or incentives for firms hiring/training City residents  |  |
| 7 | Make public transit more widely accessible, frequent, and affordable  |  |
| 8 | Construct sustainable infrastructure improvements  |  |
|  |  |  |
|  | **B. Market the City's Assets and Special Competencies** |  |
| 1 | Increase the inventory and availability of business and industrial real estate through environmental clean-up and land assembly |
| 2 | Encourage small scale redevelopment with economic incentives |  |
| 3 | Collaborate on economic issues to integrate City interests with regional efforts  |  |
| 4 | Leverage the Mississippi River as an inexpensive transportation, drinking water, and recreation resource |  |
| 5 | Assure that the City's economic development policies, strategies, and practices enhance the City's competitive positioning in the global economy |  |
| 6 | Build on and market a megalopolitan economic strategy that leverages existing networks with other Midwestern cities |  |
| 7 | Market assets and accomplishments of the City to attract new and retain existing residents |  |
| 8 | Include sustainability as an area of award and recognition at the Mayor's Annual Business Luncheon |  |
|  |  |  |
|  | **C. Nurture Innovation in Business, Government, Philanthropy** |  |
| 1 | Emphasize growth in a diverse array of the most promising economic sectors |  |
| 2 | Align and streamline business development services offered by government, academia, and the private sector |  |
| 3 | Focus on small and local businesses as a key part of the City economy  |  |
| 4 | Re-use existing buildings for inexpensive incubation of entrepreneurial ideas |  |
|  |  |  |
|  | **D. Maximize Economic Productivity by Enhancing Neighborhood Quality of Life** |  |
| 1 | Pursue transit oriented development at MetroLink stations and major bus nodes to encourage more walking and fewer carbon emissions |
| 2 | Encourage continuing education for individual career advancement  |  |
| 3 | Encourage volunteerism to utilize skills and experience of those not directly in the labor force |  |
| 4 | Routinely involve younger adults in the labor force in efforts to understand and take advantage of opportunities to attract and retain highly talented residents |
| 5 | Market and encourage living within the City of St. Louis for recent college graduates |  |
|  |  |  |
|  | **E. Redevelop Real Estate Using Sustainability Practices** |  |
| 1 | Monitor land use regulations to assure that development and redevelopment are encouraged, while improving social and environmental conditions |
| 2 | Host a biannual "Developers' Forum" to present crucial information on changing development opportunities in the City |  |
| 3 | Promote flexible development approaches by developers, land owners, and business firms |  |
| 4 | Direct new commercial and mixed use development to designated corridors and districts that demonstrate appropriate market support and localized leadership |
|  |  |  |
|  | **F. Maintain a Diverse and Valuable Tax Base** |  |
| 1 | Demonstrate regional and national leader-ship with modernized taxing policies implemented through local elections and/or fresh state enabling legislation |
| 2 | Document relative competitiveness ("cost of conducting business") of the tax base in relation to other cities/counties in metro St. Louis and the Midwest |
|  |  |  |
|  | **G. Strategically Invest in Forward-Thinking Ideas** |  |
| 1 | Study quality of life factors in highly successful cities, determine how those might be improved or introduced in St. Louis, and identify the human and financial resources necessary to implement |
| 2 | Identify the "critical technologies" that will lead the national and world economies in the next decade and determine which of those can be developed or marketed in the City of St. Louis |
| 3 | Foster innovation |  |
| 4 | Market City assets to draw visitors to City neighborhoods  |  |
| 5 | Create partnerships with adjacent cities and counties in metro St. Louis to share fiscal resources and responsibilities to implement common plans |  |
|  |  |  |
|  | **H. Create Economic Prosperity Through Investments in Human Capital** |  |
| 1 | Cultivate family-friendly workplaces and target training programs to disadvantaged populations |  |
| 2 | Fund more programs that teach individuals tangible job skills and generate usable products/benefits for the community |  |
| 3 | Expand programs that teach crucial business skills in entrepreneurship, banking, accounting, budgeting, loan payments and credit building, and marketing |
| 4 | Remove obstacles that residents face in accessing formal banking  |  |
| 5 | Help social programs attract sustainable funding sources |  |
| 6 | Distribute the City of St. Louis Sustainability Plan widely, but especially to recognized civic and business leaders |  |
| SAA26 | Require a sustainability Impact statement for all new City development |  |
| SAA27 | Create at least 8,500 new jobs at Ballpark Village, CORTEX, Carondelet Coke, St. Louis Army Ammunition Plant and North Riverfront |  |
| SAA28 | Remediate and prepare at least 40 vacant properties for redevelopment |  |
|  |  |  |
| **SAA** | **Refers to City of St. Louis' 29 point Sustainability Action Agenda** |  |

# affordable housing commission

#  2022 Affordable Housing Trust Fund Application

#### Narrative Checklist

* Narrative should be a maximum of five pages.
* Please respond to each subsection in the order listed below. If the section does not apply, please explain why.

|  |  |  |
| --- | --- | --- |
| 1. | [ ]  | **Executive Summary –** Provide more information about the organization its mission, and how the program you are looking to get funded fits that mission. List what specific problem you plan to solve here.  |
| 2. | [ ]  | **Statement of Need –** Now that you have given a bit of detail as to who you are and what you are doing, now please provide more detailed information to what specific problem that your organization is seeking to solve. Make sure you pinpoint the problem – this should be clear and concrete. |
| 3. | [ ]  | **Goals and Objectives –** please describe what you will achieve on both a general and specific manner.  |
| 4. | [ ]  | **Methods and Strategies –** This is where you include the “How” and where you tie the problem and your goal to remedy the problem together.Provide a full description of your program, a detail plan of action of how you plan to solve the problem you mentioned beforehand, and any collaborations with other agencies or programs.  |
| 5. | [ ]  | **Plan of Evaluation –** Please describe how you will evaluate your program on an ongoing basis to ensure that the money is being used efficiently. |
| 6. | [ ]  | **Budget –** Please include a detail breakdown of how the AHTF funds will be used. This should align with the plan you provided in the “Methods and Strategies” section.  |
| 7. | [ ]  | **Organizational Information** – In this section you can provide a brief history of your organization. Whether this is an organization that has been around for several years or one that is newly formed, please include the key members of the organization, staff and others management involved include education and experience.  |

Program Summary

|  |  |
| --- | --- |
|  | Please provide the following information in a brief summary of the program:**1)** A brief description of the program**2)** A specific statement of how AHTF funding will be used (direct assistance, overhead, personnel costs),**3)** A description of how AHTF funding will increase the ability to serve low-income individuals/families**4)** The number of individuals and household projected to be assisted with AHTF Funds annually, if funded. (**Text should not exceed this page).** |
|  |

#### Program Budget (projected)

**PROGRAM BUDGET SUMMARY**

|  |  |  |
| --- | --- | --- |
| **LINE ITEM** | **Total Program Budget** | **Total AHTF Budget** |
| Personnel | $ | $ |
| Overhead (Utilities, food, supplies, rent, etc.) | $ | $ |
| Direct Program Costs | $ | $ |
| Direct Client Financial Aid | $ | $ |
| Construction Costs | $ | $ |
| Other | $ | $ |
| TOTAL BUDGET | $ | $ |

Explanatory statement relative to other funding sources (Please list **ALL** other funding sources):

|  |  |  |
| --- | --- | --- |
| **Funding Source** | **Amount** | **Pending/Secured Funding** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

affordable housing commission

# 2022 Affordable Housing Trust Fund Application

### Exhibit K 1- Shelter Summary Data Form

To be completed by shelter providers only.

Attach additional sheets if necessary.

|  |  |  |
| --- | --- | --- |
| A. | Name of Facility |       |
|  |  |
|  |  | Last year (result of enclosed budget) |  | Projected (result of projected budget) |
| B. | Number of bed nights provided: |       |  |       |
|  | Number of beds in the facility: |       |  |       |
|  | Average length of stay: |  |  |  |
|  | Maximum length of stay: |       |  |       |
|  | Number of persons turned away: |       |  |       |
|  | Number moved into transitional or permanent housing: |       |  |       |
|  |  |
| C. | Explain to which agencies you refer persons who cannot receive shelter from your program. |
|  |  |
| E. | What criteria, if any, must a homeless person meet to receive shelter from your program? |
|  |       |
| F. | Check all of the services listed below which are currently provided and those that will be added as a result of AHTF funding. |
|  | current | projected |  |
|  | [ ]  | [ ]  | Case management |
|  | [ ]  | [ ]  | Housing counseling |
|  | [ ]  | [ ]  | Meals |
|  | [ ]  | [ ]  | Health care |
|  | [ ]  | [ ]  | Child care |
|  | [ ]  | [ ]  | Mental health services |
|  | [ ]  | [ ]  | Emergency aid payments for rent and utilities |
|  | [ ]  | [ ]  | Other: |       |
|  | [ ]  | [ ]  | Other: |  |

affordable housing commission

# 2022 Affordable Housing Trust Fund Application

### Exhibit K 2- Emergency Aid Summary Data Form

To be completed by emergency aid providers only

Attach additional sheets if necessary

|  |  |  |
| --- | --- | --- |
| A. | Name of Program: |       |
|  |  |  |  |  |
|  |  | Last year (result of enclosed budget) |  | Projected (result of projected budget) |
| B. | Number of persons assisted: |       |  |       |
|  | Average amount of assistance: |       |  |       |
|  | Maximum amount of assistance to each person/family per year: |       |  |       |
|  | Number of times a person/family may receive assistance annually: |       |  |       |
|  | Total amount of funds disbursed to person/families: |       |  |       |
|  | Total costs for overhead/management of the program: |       |  |       |
|  |  |
| C. | Check all types of payments provided by the program: |
|  | [ ]  | Rent |
|  | [ ]  | Rental deposits |
|  | [ ]  | Mortgage |
|  | [ ]  | Utilities |
|  | [ ]  | Utility deposits |
|  | [ ]  | Emergency repair to homes |
|  | [ ]  | Other: |       |
|  | [ ]  | Other: |       |

affordable housing commission

# 2022 Affordable Housing Trust Fund Application

# Exhibit K 3- Home Repair Summary Data Form

To be completed by home repair providers only

Attach additional sheets if necessary

|  |  |  |
| --- | --- | --- |
| A. | Name of Program: |       |
|  |  |  |  |  |
|  |  | Last year (result of enclosed budget) |  | Projected (result of projected budget) |
| B. | Number of houses repaired: |       |  |       |
|  | Average expenditure per house: |       |  |       |
|  | Maximum expenditure per house: |       |  |       |
|  | Total cost of repairs: |       |  |       |
|  | Total cost for overhead/management: |       |  |       |
|  | Total costs for program budget: |       |  |       |
|  |  |
| C. | Please list all acceptable repairs: |
|  |       |  |       |
|  |       |  |       |
|  |       |  |       |
|  |       |  |       |
|  |       |  |       |
|  |  |
| D. | Describe how the program addresses the labor on repair projects; i.e. repairs done by employees of the agency, set list of contractors, bid process, etc. |
|  |       |
|  |
|  |
|  |
|  |

Affordable Housing Commission

# 2022 Affordable Housing Trust Fund Application

### Exhibit K 4

### Housing services for permanent/transitional Housing

To be completed by permanent and transitional housing providers only.

Attach additional sheets if necessary

|  |  |  |
| --- | --- | --- |
| A. | Program/Facility name: |       |
|  |  |
| B. | Number of units: |  | Average length of stay: |  |
|  | Is there a maximum length of stay? If so, briefly describe: |
| C. | Number of residents assisted |  |  |  |  |
| D. | Breakdown of residents by income level. Please indicate income levels of residents: |
| E. | Services provided to residents: | Provided by on-site staff | Provided by outside agency or volunteer (specify in space below) |
|  | [ ]  | Housing counseling | [ ]  |  |
|  | [ ]  | Food pantry | [ ]  |       |
|  | [ ]  | Job training courses | [ ]  |       |
|  | [ ]  | Life skills courses | [ ]  |       |
|  | [ ]  | After school programs | [ ]  |       |
|  | [ ]  | Social services/case mgmt | [ ]  |       |
|  | [ ]  | Computer center | [ ]  |       |
|  | [ ]  | Library | [ ]  |       |
|  | [ ]  | Other: | [ ]  |       |
|  | [ ]  | Other: |       | [ ]  |       |
| C. | Briefly describe the coordination of services to be provided:      |
|  |       |
| E. | What criteria, if any, must a resident meet to participate in your programs?  |
|  |  |  |
| F. | Will services or space in facility be provided to anyone other than the residents of the program of facility? Briefly explain. |
|  |  |
|  |  |

**2022 Income Guidelines**

**Affordable Housing Commission**

