SUBMISSION REQUIREMENTS FOR A SECTION 202
CAPITAL ADVANCE FOR SUPPORTIVE HOUSING FOR THE ELDERLY

PART I - GENERAL APPLICATION REQUIREMENTS

EXHIBIT 1: Form HUD-92015-CA, Application for Section 202 Supportive Housing Capital Advance

EXHIBIT 2: Evidence of Legal Status of each Nonprofit or Consumer Cooperative Sponsor:

a. Articles of Incorporation, constitution or other organizational documents

b. By-laws

c. IRS Tax Exemption Ruling (this must be submitted by all Sponsors, including churches)

d. Sponsor's Conflict of Interest Resolution, duly certified by an officer, (which includes a current list of officers and directors by title and the beginning and ending dates of each person's term)

EXHIBIT 3: CHAS Certification

EXHIBIT 4: Executive Order 12372 (SPOC) Certification

EXHIBIT 5: Standard Form 424, Application for Federal Assistance

EXHIBIT 6: Standard Form LLL, Disclosure of Lobbying Activities, if applicable

EXHIBIT 7: Project Data on Occupancy Displacement and Real Property Acquisition; including a description of all persons, businesses and nonprofit organizations by race/minority group (Form HUD-40087)

EXHIBIT 8: Sponsor Certifications
PART II - SPONSOR'S ABILITY TO DEVELOP AND OPERATE
THE PROJECT

EXHIBIT 9: Description of purposes and activities,
community ties, and minority support and how long
it has been in existence (include any additional
related information)

EXHIBIT 10: Description of rental housing and/or medical
facilities sponsored, owned and operated by
Sponsor including a description of experience in
providing housing and/or medical facilities to the
elderly and/or families and minorities

EXHIBIT 11: Description of experience with programs other than
housing (including its provision of services) that
demonstrates the Sponsor's management capabilities
and experience, including a description of the
Sponsor's experience in serving the elderly and/or
families and minorities

EXHIBIT 12: Description of experience in contracting with
minority and women-owned businesses, including
amounts awarded

EXHIBIT 13: Certified Board resolution, acknowledging
responsibilities of sponsorship, long-term support
of the project(s), willingness of Sponsor to
assist the Owner to develop, own, manage and
provide appropriate services in connection with
the proposed project, and that it reflects the
will of its membership. Also, the Sponsor's
willingness to fund the Minimum Capital Investment

EXHIBIT 14: List of applications submitted under current
Section 202 and Section 811 NOFAs and a list of
all funded projects which have not finally
closed

EXHIBIT 15: Form HUD-2880, Applicant/Recipient
Disclosure/Update Report including Social
Security Numbers or Employee Identification
Numbers

PART III - NEED FOR SUPPORTIVE HOUSING IN AREA
TO BE SERVED AND SUITABILITY OF SITE

EXHIBIT 16: Evidence of need for supportive housing. A description of the category or categories of elderly persons the housing is intended to serve and evidence demonstrating sustained effective demand for supportive housing for that population in the market area to be served.

EXHIBIT 17: Evidence of site control and permissive zoning

a. Evidence of site control (e.g., deed, option, etc.)

b. Evidence of permissive zoning

EXHIBIT 18: Narrative description of site and area surrounding the site, characteristics of neighborhood, how the site will promote greater housing opportunities for minorities, and any other information that impacts on the suitability of the site for the elderly.

EXHIBIT 19: Map showing site location and racial composition of neighborhood with area of racial concentration delineated.

PART IV ADEQUACY OF PROVISION OF SUPPORTIVE SERVICES AND OF THE PROPOSED FACILITY

EXHIBIT 20: Provision of supportive services and proposed facility

a. Detailed description of the supportive services proposed to be provided to the anticipated occupancy

b. Form HUD-92013E, Supplemental Application Processing Form - Housing for the Elderly

c. Description of public or private sources of assistance expected to fund proposed services

d. The manner in which such services will be provided and how the services will meet the identified needs of residents.
e. Narrative of how the building design including a description of any special design features and community space, and how the design will facilitate the delivery of services in an economical fashion and accommodate the changing needs of the residents over the next 10-20 years.

f. Description of how project will promote energy efficiency and, if applicable, innovative construction or rehabilitation methods or technologies to be used that will promote efficient construction.