

---

**JACKSONVILLE HOUSING FINANCE AUTHORITY**

**Local Government Area of Opportunity Funding Loan Application  
NOFA 2021-1**

**THIS APPLICATION IS SOLELY FOR THE USE OF APPLICANTS SEEKING LOCAL GOVERNMENT  
AREA OF OPPORTUNITY FUNDING IN CONJUNCTION WITH FHFC RFA 2021-202 or  
SEEKING THE MINIMUM LOCAL CONTRIBUTION IN CONJUNCTION WITH FHFC RFA 2021-202  
("Backup" Development)**

SUBMIT THE ORIGINAL, ONE COPY AND A PDF OF THE ENTIRE APPLICATION  
& APPLICATION FEE OF \$5,000 (CHECK MADE TO JHFA) TO:

JACKSONVILLE HOUSING FINANCE AUTHORITY  
C/O TOM DALY, CHIEF, HOUSING & COMMUNITY DEVELOPMENT DIVISION  
214 NORTH HOGAN STREET, 7TH FLOOR  
JACKSONVILLE, FL 32202  
904.255.8204  
[tdaly@coj.net](mailto:tdaly@coj.net)

SUBMIT ONE (1) COPY AND A PDF OF THE ENTIRE APPLICATION  
& REVIEW FEE OF \$3,000 (CHECK MADE TO THE HENDRICKSON COMPANY)

THE HENDRICKSON COMPANY  
1404 ALBAN AVENUE  
TALLAHASSEE, FLORIDA 32301  
[mark@thehendricksoncompany.com](mailto:mark@thehendricksoncompany.com)  
850.671.5601

---

REVISED June 6, 2021

## GENERAL INFORMATION

NOTE: Please see The City Council of the City of Jacksonville's Ordinance 2014-185-E, which establishes minimum Project Threshold Criteria, Project Selection Criteria, and Loan Terms, all for local government support as set forth in this application. If any of the four Project Threshold Criteria are not met (e.g., Project located in Duval County; Site control; Sufficient number of rental units per applicable FHFC program; and Project presently zoned and has appropriate land use designation permitting multi-family residential for the proposed Project), then the application will not be considered by the JHFA. If an application is approved, then the JHFA will determine the loan terms for the local government support, including the minimum requirements set forth in Ordinance 2014-185-E and including any other terms required by the JHFA (including, but not limited to, the applicant paying the JHFA's legal fees and all costs related to the local government support loan).

Please indicate if Applicant will use these funds in conjunction with (check one)

- ☐ FHFC HOUSING CREDIT RFA # 2021-202: Local Government Area of Opportunity Funding  
☐ FHFC HOUSING CREDIT RFA # 2021-202: Minimum Local Contribution

**LOCAL GOVERNMENT CONTRIBUTION LOAN REQUEST:** Please provide the details of your request for a Local Government Area of Opportunity Funding loan, including the requested loan amount and loan terms, including interest rate, maturity date, amortization, and balloon (if any). The maximum amount of the Local Government Area of Opportunity Funding loans funded pursuant to this NOFA is the amount that will allow an Applicant to receive the maximum points or preference for the Local Government Area of Opportunity Funding. One loan made in conjunction with FHFC RFA 2021-202 will be in the dollar amount necessary to score the maximum amount of points for the Local Government Area of Opportunity Funding, while another loan will be in the dollar amount necessary to score the maximum number of points for the Local Government Contribution.

LOAN AMOUNT REQUESTED: \_\_\_\_\_  
MATURITY OF LOAN IN YEARS: \_\_\_\_\_  
INTEREST RATE: \_\_\_\_\_  
AMORTIZATION: \_\_\_\_\_  
BALLOON, IF ANY: \_\_\_\_\_  
VALUE OF CONTRIBUTION FOR FHFC APPLICATION PURPOSES: \_\_\_\_\_  
EXPLANATION AND CALCULATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I. DEVELOPMENT SUMMARY AND TIMELINE**

- A. Provide a short narrative description of the Development, including all amenities, unit features and scope of work to be performed. MAJOR DEVELOPMENT AMENITIES WILL BE INCLUDED IN THE LAND USE RESTRICTION AGREEMENT AND/OR THE LOW INCOME HOUSING AGREEMENT, IF APPLICABLE. Also attach as Exhibit 1 (i) a timeline for the completion of the development which includes all key dates, including anticipated timing of permits and credit underwriting, bond closing date, completion of construction, rent up, and stabilization, and (ii) a map showing the location of the proposed development.

---

---

---

---

---

---

---

---

- B. Attach as Exhibit 2 a narrative description of how this application meets **all threshold and selection criteria** for Local Government Contribution Funding, as detailed in the associated NOFA. Include as an addendum to the narrative your anticipated score related to meeting the threshold criteria in the FHFC RFA 2021-202 related to proximity and provide a written narrative that explains the anticipated score in detail. Please provide the location of the public transportation/bus stop, and the type of stop it is, and the distance that you calculate from the development to the public transportation. If applying for the minimum local contribution, please show that development will meet all FHFC threshold scoring criteria.

### C. SUMMARY OF PROPOSED DEVELOPMENT

<b>Name of Development</b>	
<b>Location of Development, by street address, or if no address, by mileage from nearest cross streets. The Project <u>must</u> be located in Duval County. (PROJECT THRESHOLD CRITERIA)</b>	
<b>City Council District Name and District Number</b>	
<b>Developer/Developer Location(name of controlling company, not of LP or LLC).</b>	
<b>Contact person for application, including name, email, and phone numbers</b>	
<b>JHFA Local Contribution Amount Requested</b>	
<b>Development Construction Type Garden, Mid-Rise, High-Rise, Other (explain)</b>	
<b>Development Construction Type New Construction or Rehabilitation</b>	
<b>Concrete, Wood or other (explain)</b>	
<b>Development Demographic Family, Elderly, or other</b>	
<b>Total Number of Units Number of Units by Bedroom</b>	
<b>Number of Buildings</b>	
<b>Number of Stories in Each Building</b>	
<b>Total Development Cost</b>	
<b>Cost per unit</b>	
<b>Land Cost</b>	
<b>Acquisition of Building Cost if applicable</b>	
<b>Hard Rehab Cost or Construction Cost</b>	
<b>General Contractor</b>	
<b>Set Aside Period (minimum of 50 years)</b>	
<b>Set Aside Levels (PROJECT THRESHOLD CRITERIA) Number of Bedrooms by AMI Level, as will be used for Housing Credit Basis</b>	
<b>Current Zoning (PROJECT THRESHOLD CRITERIA)</b>	
<b>Evidence of Site Control (PROJECT THRESHOLD CRITERIA)</b>	

## II. APPLICANT INFORMATION

A. Applicant Name: \_\_\_\_\_

Must be a legally formed entity (i.e., limited partnership, corporation, etc.) qualified to do business in the State of Florida at the time of submission of Application.

B. If partnership, name of general partner(s): \_\_\_\_\_

\_\_\_\_\_

If corporation, name and title of executive officer: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

## III. PROPOSED PROJECT FINANCING

A. Proposed Finance Summary: Please provide as Exhibit 3 a permanent loan period detailed sources and uses that is in a format acceptable to FHFC as part of RFA 2021-202. Also include a 15-year operating pro forma.

## IV. ABILITY TO PROCEED

Each Application shall be reviewed for feasibility and ability of the Applicant to proceed with construction of the Development.

A. Site Control (PROJECT THRESHOLD CRITERIA)

Site Control must be demonstrated by the APPLICANT. At a minimum, a Contract for Purchase and Sale must be held by the Applicant for the proposed site. The buyer **MUST** be the Applicant. Indicate which form of site control is provided:

\_\_\_ Contract for Purchase & Sale

\_\_\_ Recorded Deed

\_\_\_ Long-Term Lease: If site control is demonstrated by long-term lease, a copy of the executed lease must be provided.

**IMPORTANT:** If site control is not held by the Applicant, a fully executed, enforceable **contract for purchase and sale or assignment of contract** must be provided which obligates the seller or assignor to transfer the site to the Applicant contingent **ONLY** upon the award of Financing from the Authority or FHFC. . Attach Evidence of Site Control as Exhibit 4.

Note: Use of the FHFC form **will NOT** meet this requirement

B. Zoning and Land Development Regulations (PROJECT THRESHOLD CRITERIA)

1. a. Is the site appropriately zoned for the proposed Development: No \_\_\_ Yes \_\_\_
- b. Indicate zoning designation (s) \_\_\_\_\_
- c. Current zoning permits \_\_\_ units per acre, or \_\_\_ for the site (PUD).
- d. Total Number of Units in Development:

**Note: at a minimum, the current, applicable Future Land Use Map Designation and associated Local Government Comprehensive Plan Future Land Use Element provisions must permit the proposed Development. ( PROJECT THRESHOLD CRITERIA)**

2. New Construction Zoning and Land Development Regulation Development Requirements:

Applicant must provide a letter from the appropriate local government official that the Development is consistent with zoning and land development regulations, which verify that the site is appropriately zoned and consistent with local land use regulations regarding density and intended use. **To meet minimum requirements, attach a letter from the appropriate local government official verifying that the current, applicable Future Land Use Map Designation and associated Local Government Comprehensive Plan Future Land Use Element provisions permit the proposed Development.** Attach the local government verification letter as Exhibit 5.

3. Rehabilitation Zoning and Land Development Regulation Development Requirements:

Applicant must provide a letter from the appropriate local government official that the Development is consistent with zoning and land development regulations, which verify that the site is appropriately zoned and consistent with local land use regulations regarding density and intended use. **To meet minimum requirements, attach a letter from the appropriate local government official verifying that the current, applicable Future Land Use Map Designation and associated Local Government Comprehensive Plan Future Land Use Element provisions permit the proposed Development.** Attach the local government verification letter as Exhibit 5.

Note: Provision of the zoning form from FHFC RFA 2021-202 will meet this requirement. Provide evidence that the proposed use is permitted and attach as Exhibit 5.

## V. CERTIFICATION (Original Signatures Required)

The undersigned Applicant certifies that the information in this Application is true, correct and authentic.

THE APPLICANT FURTHER ACKNOWLEDGES HAVING READ ALL APPLICABLE AUTHORITY RULES GOVERNING THE PROGRAM AND ACKNOWLEDGE HAVING READ THE INSTRUCTIONS FOR COMPLETING THIS APPLICATION.

THE APPLICANT UNDERSTANDS AND AGREES TO ABIDE BY THE PROVISIONS OF THE APPLICABLE FLORIDA STATUTES AND AUTHORITY PROGRAM POLICIES, RULES AND GUIDELINES.

THE UNDERSIGNED REPRESENTS AND WARRANTS THAT THE INFORMATION PROVIDED HEREIN IS TRUE AND ACCURATE. THE PERSON EXECUTING THIS DOCUMENT REPRESENTS THAT HE OR SHE HAS THE AUTHORITY TO BIND THE APPLICANT AND ALL INDIVIDUALS AND ENTITIES NAMED HEREIN TO THIS WARRANTY OF TRUTHFULNESS AND COMPLETENESS OF THE APPLICATION.

THE APPLICANT ACKNOWLEDGES THAT THE AUTHORITY'S INVITATION TO SUBMIT AN APPLICATION DOES NOT CONSTITUTE A COMMITMENT TO FINANCE THE PROPOSED DEVELOPMENT. **BEFORE THE AUTHORITY CAN CLOSE A LOAN THE PROPOSED DEVELOPMENT MUST RECEIVE AN ALLOCATION OF HOUSING CREDITS AND APPLICANTS MUST SUCCESSFULLY COMPLETE CREDIT UNDERWRITING AND OBTAIN ALL NECESSARY APPROVALS FROM THE BOARD OF DIRECTORS, AUTHORITY COUNSEL, BOND COUNSEL, THE CREDIT UNDERWRITER AND CITY COMMISSION AND STAFF.**

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name and Title ((typed or printed)

\_\_\_\_\_  
Name (typed or printed)

**NOTE: ORIGINAL APPLICATION MUST CONTAIN AN ORIGINAL SIGNATURE, OR THE APPLICATION WILL BE REJECTED AUTOMATICALLY**