

KANSAS HOUSING

Moderate Income Housing Application Attachments 2022

Please note all these items are due no later than September 30, 2022 and must be submitted with the application. Failure to submit these items on time could make the application incomplete.

1. Excel Application

2. Funding Information

2.1. Narrative – the Narrative should address the following:

2.1.1. Description of the project;

2.1.2. Administration of the project;

2.1.3. Capacity of the applicant;

2.1.4. Description of the collaboration with local housing community, including lenders, employers, economic development organizations, and other housing partners; and,

2.1.5. More detailed answers to any questions from the Excel application that you would like to explain in more detail.

3. Development Team Info

3.1. Resume/Prospectus/Biography for each team member

4. Additional Development Info

4.1. Proof of site control

4.2. Proof of proper zoning or proper zoning application

4.3. Sketch plan

4.4. Legal description of site

5. Source of Funds

5.1. Proof of funding source(s)

6. Leveraged Funds

6.1. Certification and supporting documentation

7. Job Creation and Economic Development

7.1. Narrative – the Narrative should address how development provides a solution to the housing needs of the region.

7.1.1. Unmet housing needs – demonstrated through low unemployment rate, difficulty filling employment positions, and commitment to growing housing stock.

7.1.2. Expanded housing needs – demonstrate the ability to attract new businesses through the housing development; demonstrate a direct correlation between

the proposed wages of the new or expanding business and the affordability of the proposed housing.

7.2. Supporting documentation

8. Executive Summary of the Housing Assessment

8.1. What other housing activities are happening to meet these needs?

9. Housing Assessment/ Market Study

10. Energy and Accessibility Certification (KHRC form)

11. Rural Housing Incentive District (optional)

11.1. Housing Needs Analysis submitted to Department of Commerce

11.2. City/County Resolution

11.3. Redevelopment Plan submitted to Department of Commerce

11.4. Secretary of Commerce approval

12. Capacity Statement

12.1. Resolution from Governing Body

13. Community Support

13.1. Supporting Documentation/Letters of Support