



PHB PROGRAM OR FUNDING DESCRIPTION			
<input type="checkbox"/> Portland Clean Energy Funds (PCEF) \$ _____ <input type="checkbox"/> Community Development Block Grant Funding (CDBG) \$ _____ <input type="checkbox"/> HOME Investment Partnership Program (HOME) \$ _____			
Identify any other PHB programs or funding the project will apply for: <input type="checkbox"/> SDC Exemptions <input type="checkbox"/> Lead Hazard Control Grant <input type="checkbox"/> Other (please specify) _____			
ORGANIZATIONAL INFORMATION			
Applicant/Sponsor			
Entity Name:		SSN/Tax ID:	
Address:	City/State:		Zip:
Contact Person:	Phone:	Fax:	
Email:	Additional Contact Information (if applicable):		
Sponsor Type		Entity Type	
(please check one) <input type="checkbox"/> For Profit <input type="checkbox"/> Not-for-Profit <input type="checkbox"/> Not-for-Profit Community Based Development Organization (CBDO) <input type="checkbox"/> Not-for-Profit Community Housing Development Organization (CHDO) <input type="checkbox"/> Home Forward <input type="checkbox"/> Other specify) _____		(please check one) <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Corp. (LLC) <input type="checkbox"/> Community Development Corp. (CDC) <input type="checkbox"/> S-Corporation <input type="checkbox"/> Individual <input type="checkbox"/> Other (specify) _____	
Property Owner			
Entity Name:		Signatory Name & Title:	
Address:	City/State:		Zip:
Contact Person:	Phone:	Fax:	
Email:	Additional Contact Information (if applicable):		
Site Control			
Please select type of site control instrument, if any <input type="checkbox"/> LOI <input type="checkbox"/> Lease <input type="checkbox"/> Option to Purchase <input type="checkbox"/> PSA <input type="checkbox"/> Other (specify) _____		Please identify critical path to completing the site acquisition, and submit any documents to support path to site acquisition: _____ _____ _____	

Developer			
Name:		Contact Person:	
Address:	City/State:		Zip:
Email:	Phone:	Fax:	
Proposed On-Site Manager			
Name:		Contact Person:	
Address:	City/State:		Zip:
Email:	Phone:	Fax:	
PROJECT and SITE INFORMATION			
Project Name:		Primary Property Tax ID:	Additional Property Tax ID(s):
Address:		City/State/Zip:	Year Built:
County:	Urban Renewal District (if applicable):	Census Tract:	Zoning:
Projected Project Financing Close Date:		Does the structure have historical significance? (If existing): <input type="checkbox"/> Yes <input type="checkbox"/> No	
Dimensions			
Parcel Size (Sq. Feet):	Structure Footprint (Sq. Feet):	Number of Stories:	
Building Size (Sq. Feet):	Open Space/Common Area (Sq. Feet):	Number of Buildings:	
Residential Area (Sq. Feet):	Non-Residential/Commercial Area (Sq. Feet):	Number of Residential Units:	
Unit & Parking Count			
Number of Residential Units:	Number of Units with Restricted Affordability (rental):	Off Street Parking Spaces for Commercial Use:	
Number of Units Currently Occupied:	MFI% of Affordable Units (rental):	Off Street Parking Spaces Total:	
Number of Commercial Units:	Off Street Parking Spaces for Residential Use:	Structured Parking? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Relocation and Existing Tenants			
What is the site's current use and occupancy status of any existing structures, including the number of any residential units?			
Do you currently anticipate or is there a potential for relocation of tenants (both residential and business), either permanent or temporary? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Please complete any additional forms required for the funding/program type for which you are applying.			

Oath and Certification

I certify that all of the statements made in this application (and all other supporting documentation furnished in connection with this application) are true, complete and correct to the best of my knowledge and belief and are made in good faith. I understand that knowingly providing false information in connection with this application is a violation of state law and may result in criminal prosecution.

I understand Portland Housing Bureau (PHB) will retain this application whether or not it is approved, and completing the application is not a guarantee of approval or funding. I understand that any or all information contained in this application (and all other supporting documentation furnished in connection with this application) may be subject to verification or investigation by the PHB. In submitting this application, I authorize the verification and investigation of all matters which the PHB deems relevant to my application for financial assistance, including without limitation, all statements contained in this application, property inspections, credit and employment history, and construction experience. For these purposes, (a) I consent to the release of such information by credit agencies, banks, employers and other relevant individuals and agencies to any duly authorized agent of PHB; (b) I release from all liability such individuals and agencies supplying such information; and (c) I release the PHB from all liability for making such investigations and inquiries.

This application information is confidential and submitted voluntarily to the City of Portland acting by and through the PHB. I understand that non-exempt information contained in this application is subject to disclosure under the Oregon Public Records Law, ORS 192.420, in the sole discretion of PHB.

I certify that any tenant required to vacate within six (6) months prior to the date of loan application was evicted for documentable cause. Should any tenant (s) be displaced by the implementation of the project whether by rehabilitation, demolition or because of an increase in rents, I will be responsible for the cost incurred in their relocation.

I hereby certify that I understand the loan source may be federal funds and thereby, if required, I will maintain compliance with the pertinent federal regulations stipulated for the use of these funds.

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, gender, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is the Region X Office of the Federal Trade Commission, or Federal Trade Commission, Equal Credit Opportunity, Washington D.C. 20580.”

Signature	Title	Date
Signature	Title	Date

Return original to:
Portland Housing Bureau
1900 SW 4th Avenue, Suite 7007
Portland, OR 97201

For more information:
www.portland.gov/phb
503-823-2375