



Economic Development

EXHIBIT 5 BRIDGE TO HOME NOFA APPLICATION ROUND SEVEN (JANUARY 2026)

1. NOFA FUNDING REQUEST

- a. Identify the total amount of City funding requested by funding type(see NOFA for funding source details and requirements):

LMIHAF	PLHA	TOTAL
\$		

2. DEVELOPMENT TEAM

- a. Project Applicant

Applicant Name (Organization/ Agency _____)

Address: _____

Primary Contact Person: _____

Phone No: _____ E Mail: _____

- b. Name of Development Team entity that received City's letter determining the entity passed the City's RFQ criteria

- c. What is the role of the Applicant in the project (*check all that apply*)

- ☐ Ownership Entity
- ☐ Managing Partner or Managing Member
- ☐ Sponsoring Organization
- ☐ Developer
- ☐ Small or Emerging Development firm as Lead Developer
- ☐ Other (describe):

- d. Legal Status of Applicant

- ☐ General Partnership
- ☐ Joint Venture
- ☐ Limited Partnership Corporation

- ☐ Nonprofit Organization (must be checked for CDBG funding applicants or non-profit information must be filled out in the section below)
- ☐ Other – specify_____

e. Status of Organization

- ☐ Currently Exists
- ☐ To be formed (estimated date): _____

- f. Name(s) of individuals or organizations who will be Partner(s) or Principal Owner(s), and whether this entity was identified on the City's RFQ Partnering and Teaming list as a small and emerging developer or a firm that would be considered small or emerging according to City's RFQ requirements:

Partner/Owner Company Name	On City RFQ Small & Emerging Development List or Other Small and Emerging Firm?
	____ Yes ____ No
	____ Yes ____ No

g. Development Team Primary Staff Contacts

Company/Name	Role in Project	Staff Name	Email address
	Primary Contact for NOFA Application		
	Project Manager		
	Director of Real Estate		
	Executive Director/President		
	Chief Financial Officer		
	Other		
	Other		

h. Other Team Members

Indicate which of the following development team members have been selected

and identify them if different from applicant.

Architect(s) _____
Engineer(s) _____
Attorney(s) and/or Tax Professionals _____
Property Management Agent _____
Financial and Other Consultant (s) _____
General Contractor _____
Investor _____
Child Care Provider _____

- i. List all other participants and affiliates (people, businesses, and organizations) proposing to participate in the project.

Name	Role
_____	_____
_____	_____

For CDBG Funding Applicants Only:

- j. Organization's Unique Entity Identifier (UEI)

If the primary applicant listed in Section 2 is not the non-profit that would enter into the loan agreement with the City should CDBG funds be awarded, please provide the non-profit information below AND fill out item "J (UEI info)" above

Non-Profit Organization Name _____

Address: _____

Primary Contact Person: _____

Phone No: _____ E Mail: _____

3. PROJECT DESCRIPTION

- a. Project Info

Name: _____

Project Address: _____

Assessor's Parcel No: _____

Neighborhood / Community Plan Area / City Council District:

b. Project Activity (check all that apply):

- ☐ Acquisition
- ☐ Rehabilitation
- ☐ New Construction
- ☐ Mixed Income
- ☐ Mixed Use
- ☐ Other (please specify): _____

c. Project Type (check all that apply):

- ☐ Family
- ☐ Senior
- ☐ SRO Studio Apartments
- ☐ Other (describe) _____
- ☐ Permanent Supportive Housing (include number of units and describe the population to be served and the plan for funding supportive services) _____

d. Number of Housing Units to be funded by LMIHAF and restricted within Income/Rents Categories

Category	Number of Units	Percentage of Units	Number of Bedrooms
30% AMI or less			
31% to 50% AMI			
51% to 80% AMI			
Unrestricted (mgr. or market rate)			
TOTALS			

*Restrictions per California Tax Credit Allocation Committee

e. Number of Housing Units to be funded by PLHA Income/Rents (CTCAC standards)- must be 30% AMI or less

AMI	Number of Units	Percentage of Units	Number of Bedrooms
_____ %			
_____ %			
_____ %			

_____ %			
_____ %			
_____ %			
_____ %			
Unrestricted (mgr. or market rate)			
TOTALS			

4. PROJECT NARRATIVE *(Please use additional sheets of paper as needed)*

- a. Project Description: Provide a brief narrative summary of the proposed project. Please include location, project type, target Project population, supportive unit populations, if any, and any unique project characteristics.

- b. Project Design: Provide a description of the project's architectural and site plan concepts and how these concepts address the opportunities and limitations of the site and location.

- c. Sustainable and Green Building Features: Identify any sustainability certification program levels, (i.e., LEED Silver) and describe the green building features or sustainable characteristics that will be incorporated into the project.

- d. On-Site Amenities: Describe any on-site amenities, including any project

characteristics that address the special needs of the population(s) you intend to serve.

- e. Neighborhood Off-Site Amenities: Describe the property location, neighborhood transportation options, local services, and amenities within 1/4 mile and 1/2 mile of the site.

- f. Property Management: Describe how the property will be managed, the proposed management firm if known at this time, including the number of staff, locations, and management office hours.

- g. On-site Child Care: Describe any plans for on-site child-care space, including facility size, security measures, how the facility will be managed, names of any partner providers, number of children and ages that will be served, who will provide space design and build out, and include general design details if known at this time.

5. SITE INFORMATION *(Please use additional sheets of paper as needed.)*

a. Total square footage of site _____

b. Site Control

1. Site control at the time of application is required. What is the level of site control currently:

a. Held by the applicant? _____

b. Will site acquisition be a purchase or long-term lease? _____

c. What is the purchase price of the land? _____

d. For proposed leaseholds indicate the amount of the annual lease

payment and the basis for determining that amount:

- e. What is the current County-assessed value of the site? _____
- f. Who is the current property owner and what is their address and contact information?

c. Site Uses

1. Existing uses on the site and approximate square footage of all structures:

2. Planned use of on-site existing structures

____Demolish ____Rehabilitate ____Other (describe)

3. Provide the following information for each on-site building to be demolished or retained as part of this project: Square Footage, Date Built, No. of Stories, and Occupancy Status; No. of existing residents and their respective income levels, and Relocation Plan, if applicable.

4. Provide a brief description of the condition of any buildings to be rehabilitated and describe any proposed building renovation improvements:

5. Describe unique site features (parcel shape, historic resource, etc.)

6. Is the site located within any of the following areas? Check all that apply.

Near Transit _____ Distance from site _____)

Within Transit Priority Area _____

Within Sustainable Development Area _____

Within Moderate Resource Area _____, or High Resource Area _____

Within Highest Resource Area _____

7. Identify problem site conditions (high noise levels, ingress/egress, etc.) and plans to address these problems:

8. Is the site in a floodplain? Yes _____ No _____

9. If yes, type of floodplain _____ Map used _____,
and plans to address floodplain issues:

10. Describe adjoining land uses:

East _____

West _____

North _____

South _____

d. Density and Zoning

a. What are the site's base and maximum allowed density, and the proposed project density per acre?

Base DU/Acre _____ Max DU/Acre _____ Project DU/Acre _____

b. What is the current zoning of the project site?

- _____
- c. Is the proposed project consistent with the site's existing zoning?
Yes _____ No (explain) _____
- d. Indicate any discretionary review permits required for the project
(Planned Development Permits, Design Review Permits, Rezoning, etc.)
and indicate status and dates of any permit applications
- _____
- _____
- _____

e. CEQA/NEPA Review – **Although the project may comply with ministerial permit requirements, any City approval of a loan agreement is a discretionary action that requires CEQA review.** Accordingly, provide any available information you have at this time to assist the City in its CEQA review. If you believe any further CEQA detailed analysis may be required, do not conduct this until you are notified of NOFA award, and then coordinate with the City's loan manager and environmental planning staff.

- a. Has any CEQA or NEPA review for the project/funding been completed?
Document/Date _____
- b. If not completed, what is the anticipated type of CEQA review documentation needed? If the project is not consistent with existing community plans and required documents, indicate any potential environmental issues and the potential reports/plans/analysis that may be required for a CEQA analysis.
- _____

f. Goals, Objectives, and Community Priorities
Explain how this project meets the objectives listed in the Bridge to Home NOFA and the surrounding community priorities:

6. PROJECT SCHEDULE SUMMARY

In addition to the major milestone Schedule to be attached to this Application, provide the schedule summary with the following estimated dates:

- a. Property Acquisition Date: _____
- b. Construction Start Date: (mo/year)_____
- c. Receipt of Certificate of Occupancy: (mo/year) _____
- d. Provide the timeline for award of each funding type, along with award letters

Source	Application	Award

- e. Assess the chances, of the project securing required funding listed above, and the steps that will be taken to make the project competitive.

- f. Potential Development Schedule Obstacles

Are there any known issues or circumstances that may delay or create challenges for the project?_____

If yes, list issues below including an outline of steps that will be taken and time frame needed to resolve these issues.

7. APPLICATION SUPPORTING MATERIALS

In addition to submitting a complete application, the following additional supporting material must be provided with the application:

- a. Cover Letter

Submit a cover letter identifying the development team and confirming at least one member of the Development team has received a City letter determining it has passed the RFQ Criteria. Identify any small and emerging development team partners from the City's RFQ list of such firms or any firms that would qualify as a small and emerging development partner. Provide a concise summary of the project including address, neighborhood, concept, type of construction, number of units, AMI levels, type and amount of City funding requested, status of permitting and entitlements, and anticipated date of unit

occupancy. Identify any concerns about meeting any of the requirements in this NOFA. Include the name, phone, and email address of the primary contact for the application.

b. Development Schedule

Include a detailed project schedule identifying all major milestones. The schedule must include key milestones for the development approval process including receipt of NOFA award letter, NOFA loan agreement approval by the City Council, and include such items as purchase of the property, design drawings, development entitlements, community outreach process, financing applications and awards, closings, project construction, certificate of occupancy and lease-up. The proposed schedule must demonstrate the ability to perform diligently and in a timely manner and provide occupancy within 36 months of NOFA funding approval, preferably less.

c. Photos

Attach recent clearly labeled photos of the project site and surrounding area.

d. Graphic Illustrations and Elevations

Provide a graphic illustration of the proposed project, consisting of conceptual site plans, and conceptual elevations. *Note: Do not submit detailed architectural renderings or models.* All drawings must be submitted in PDF that will print in 11 x 17-inch format, and useful for PowerPoint presentations to City Council.

e. Board of Directors

If the applicant is a nonprofit organization, provide a listing of the Board of Directors including the city of residence.

f. Community Benefits and Outreach Plan

Description of any stakeholder and community engagement that has occurred for the project. Include proposed future community engagement during entitlement and construction. The Outreach Plan should describe how your development team intends to build support for the project and address community concerns. The Outreach Plan should include a plan to employ local, minority, and women-owned businesses and persons in the construction and operations of the project.

g. Community Support

Attach letters of support for the project, if available, from members of the project community, local stakeholders, and/or community groups.

h. Child Care Provider

Attach any letters from childcare providers indicating willingness or intention to participate in the design, tenant improvements, and management or leasing of on-site daycare space.

i. Proforma

The application must include a preliminary financing plan in your own format with proposed sources and uses, an estimate of total project development costs, as well as a completed Pro forma (Exhibit 6). The proposal must address current real estate market conditions for the proposed project to establish and justify the pro forma and cash flow assumptions.

Applicant Certification

I certify that the information submitted in this application and all supporting materials is true, accurate and complete to the best of my knowledge. I acknowledge that if facts and or information herein are found to be misrepresented it shall constitute grounds for disqualification of my application. I further certify that all of the following statements are true except if I have indicated otherwise on this certification:

Check if TRUE:

- ☐ No mortgage on a project listed by me has ever been in default, assigned to the Government, or foreclosed, nor has mortgage relief by the mortgagee been given;
- ☐ I have not experienced defaults or noncompliance under any contract or Regulatory agreement nor issued IRS Form 8823 on any Low-Income Housing Tax Credit (LIHTC) projects I was involved in;
- ☐ To the best of my knowledge there are no unresolved findings raised as a result of audits, management reviews, or other investigations concerning me or my projects for the past ten years;
- ☐ I have not been suspended, barred, or otherwise restricted by any state agency from participating in the LIHTC program or other affordable housing programs;
- ☐ I have not failed to use state funds or LIHTC allocated to me in any state.

I have checked each deletion above, if any, and have attached a true and accurate signed statement, if applicable, to explain the facts and circumstances of any item which I think may help to qualify me as a responsible principal for participation in this NOFA.

Applicant Signature _____

Print Name and Title _____

Signature Date: _____

This application and all supporting material are regarded as public records under the California Public Records Act.