

Application Form

State and Local Fiscal Recovery Fund & New Mexico Housing Trust Fund

MFA may require additional information from applicants beyond what this application solicits.

Applicant Information

Applicant Name		Applicant Point of Contact	
Street		Title	
City		Phone number	
State		Email	
Zip code			

Applicant Type:

- | | |
|---|---|
| <input type="checkbox"/> Non-profit organization | <input type="checkbox"/> Governmental entity |
| <input type="checkbox"/> For-profit organization | <input type="checkbox"/> Governmental instrumentality |
| <input type="checkbox"/> Governmental housing agency or authority | <input type="checkbox"/> Tribal government |
| <input type="checkbox"/> Regional housing authority | <input type="checkbox"/> Tribal housing agency or authority |
| <input type="checkbox"/> Public housing authority | |

Project Information

Project name:		
Project location:		
	Eligible Activities for Impacted Households (check all that apply)	
	Transitional shelters (e.g., temporary residences for people experiencing homelessness)	
	Emergency home repair of existing owner-occupied housing	
	Emergency assistance for pressing and unavoidable household needs, e.g., private septic tank and well repair	
	Home weatherization activities	
	Programs or services to improve access to stable, affordable housing among individuals who are homeless, and the development of affordable housing to increase supply of affordable and high-quality living units (e.g., land acquisition, construction, pre-construction costs, operating costs, etc.)	
	Development of affordable housing (including operating Section 108 subsidies) and wraparound services such as behavioral health services, employment services, and other supportive services	
	Other affordable housing developments targeted to specialized populations are also eligible, for example recovery housing for individuals in recovery from substance use or youths aging out of foster care	
	New construction or acquisition, rehabilitation, and resale of single-family homes including manufactured housing	

	Home rehabilitation and maintenance, or repair of existing owner-occupied housing	
	New construction or acquisition/rehabilitation of permanent rental housing.	
	New construction or acquisition/rehabilitation of housing for special needs populations including, but not limited to, transitional, group or congregate housing, and temporary housing for the homeless	
Eligible Activities for Disproportionately Impacted Households (check all that apply)		
	Rehabilitation, renovation, maintenance, or costs to secure vacant or abandoned properties to reduce their negative impact	
	Costs associated with acquiring and securing legal title of vacant or abandoned properties and other costs to position the property for current or future productive use	
	Removal and remediation of environmental contaminants or hazards from vacant or abandoned properties, when conducted in compliance with applicable environmental laws or regulations	
	Demolition or deconstruction of vacant or abandoned buildings (including residential, commercial, or industrial buildings) paired with greening or other lot improvement as part of a strategy for neighborhood revitalization	
	Greening or cleanup of vacant lots, as well as other efforts to make vacant lots safer for the surrounding community	
	Conversion of vacant or abandoned properties to affordable housing	
	Inspection fees and other administrative costs incurred to ensure compliance with applicable environmental laws and regulations for demolition, greening, or other remediation activities	

Describe the project’s readiness to proceed, attach additional pages if necessary.

Describe the project’s financial feasibility and sustainability, attach additional pages if necessary.

Describe the applicant’s ability to undertake and complete the proposal, attach additional pages if necessary.

Project Design and Implementation Plan

Describe how the project will be carried out, attach additional pages if necessary.

Provide the project completion schedule:

Project Activity	Completion Date (month/year)

Optional schedule completion narrative, attach additional pages if necessary.

Budget

Amount of State and Local Fiscal Recover Funds Requested \$ _____

Project Cost Activity	SLFRF Award Amount	Leverage Funding Amount (if applicable)	Total
Total			

Optional budget narrative, attach additional pages if necessary.

Required Documents Checklist

State and Local Fiscal Recovery Fund & New Mexico Housing Trust Fund

All applications must be submitted with the required documents listed below. Additional documents are required for non-profit applicants. MFA may require additional documentation from applicants beyond what this application solicits.

Required Documents for All Applicants

- Articles of incorporation to evidence the applicant is organized under State or local laws
- A notarized statement from the organization; documentation from a Certified Public Accountant; **OR** an approved audit summary that evidences the applicant has sound financial and management stability with no significant outstanding or unresolved monitoring findings or its most recent independent financial audit

If applicable:

- Articles of incorporation, charter, by-laws, OR resolution that evidences the applicant has among its purposes the provision of decent housing that is affordable to low- and moderate-income people
- A summary of projects and/or statements that describe key projects within the last 5 years, **OR** a contract(s) with a consultant firms or individuals that have benefited the community that evidences the applicant has a has demonstrated commitment of the entity to affordable housing and the community.

Additional Required Documents for Non-profit Applicants

- A 501 (c)(3) or (4) Certificate from the IRS **OR** a group exemption letter from the IRS that includes the CHDO that evidences the applicant is classified as a subordinate of a central organization non-profit under Section 905 of the Internal Revenue Code.
- Articles of incorporation **OR** charter that evidence that no part of the non-profits net earnings inure to the benefit of any member, founder, contributor, or individual.

Other Documents to be Submitted if Applicable

- Evidence of Site Control
- Financing Commitment Letter(s) or Agreement(s)