

THE WHEDA FOUNDATION, INC.

2011 Housing Grant Program Information Packet

Executive Director’s Announcement – 1 page (do not return with your submission)

Request for Proposals (RFP) - 4 pages (do not return with your submission)

HUD Section 8 Income Eligibility Guidelines by County - 6 pages (do not return with your submission)

Application Form – prescribed format, 7 pages (return with your submission)

<u>Section</u>	<u>Page #</u>
Identification of Applicant	1
ACH Information	1
Housing Category and Applicant Classification	1
Description of Grant Request	1
Project Beneficiaries	1
How WHEDA Foundation Grant Funds will be Utilized	1
Number of Units/Beds to be Assisted with WHEDA Foundation Grant Funds	1
Percentage of Project Beneficiaries at or Below HUD's Section 8 Income Guidelines	1
Project Need	2
Project Impact	3
Project Implementation	4
Project Budget - Proposed Project Development Budget	5
Project Budget - Sources of Project Development Funds	6
Binding Agreement if Applicant is Awarded and Accepts Grant	7
Application Submittal Authorization and Certification	7

Instructions

Applicants are required to submit four (4) copies of the completed grant application form and four (4) copies of the additional support documentation listed below which are required to complete your application submission.

Additional supporting documentation that may be included in your submission:

- Written evidence of commitment of funds listed at application Page 6, Sources of Project Development Funds.*
- Up to four letters of support written expressly to support your project application to The WHEDA Foundation, Inc.*
- Your organization's recent annual report that includes narrative program information and contributed income sources summary.*
- A list of your organization's Board of Directors.*

* If documents are not available, please include a notation to that effect and state the reasons they do not exist.

=====

APPLICATION SUBMISSION REMINDER

Applicants must submit 4 complete copies of the prescribed WHEDA Foundation application form and 4 copies of the additional supporting application documents.

Completed application packages must be postmarked or delivered no later than June 10, 2011.

Application packages **should be** stapled or clipped in upper left-hand corner.

An application transmittal letter, cover page or index **is not required**.

Do not submit application packages assembled in 3-ring binders, pocket folders or with spiral binding.

=====