



**Cuyahoga Land Bank**  
**Southeast Side**  
**Gap Grant Application Form**

Before filling out this form please review in its entirety the Housing Renovation Gap Grant Request for Applications (RFA) posted at <http://www.cuyahogalandbank.org/about/public-notices/>. Applicants must complete all sections of this application form and complete and attach the proforma worksheet and may also attach additional information. Applicants may expand the height of the table rows in this application form as needed.

| APPLICANT:                                                                       |  |
|----------------------------------------------------------------------------------|--|
| Name of development company:                                                     |  |
| Name of primary contact:                                                         |  |
| Title of primary contact:                                                        |  |
| E-mail address for primary contact:                                              |  |
| Phone number for primary contact:                                                |  |
| Street Address:                                                                  |  |
|                                                                                  |  |
| City, State, Zip                                                                 |  |
| For-profit or non-profit:                                                        |  |
| PROJECT:                                                                         |  |
| Project Street Address(es):<br>Neighborhood / Municipality                       |  |
| PPN(s):                                                                          |  |
| Own or under option? If option, expiration date of agreement and attach copy(s): |  |
| Demolition required, if any:                                                     |  |
| # of units to be built:                                                          |  |
| Unit square footage:                                                             |  |
| # of bedrooms/unit:                                                              |  |
| # of bathrooms/unit:                                                             |  |

|                                                                                                                                                |    |
|------------------------------------------------------------------------------------------------------------------------------------------------|----|
| House amenities:                                                                                                                               |    |
| Indicate if home: 1) will be financed by builder through equity or a construction loan, or 2) by buyer through personal proceeds or bank loan. |    |
| Projected sales price(s) per unit:                                                                                                             | \$ |
| Requested grant amount per unit:                                                                                                               | \$ |
| Total grant amount requested:                                                                                                                  | \$ |

#### DEVELOPER EXPERIENCE AND PROJECT TEAM:

|                                                                                                                                                 |                                                                                 |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|--|
| Street addresses of renovation projects <b>that have been completed and sold</b> by your company 3 years prior to the date of this application. | 1.                                                                              |  |
|                                                                                                                                                 | 2.                                                                              |  |
|                                                                                                                                                 | 3.                                                                              |  |
|                                                                                                                                                 | 4.                                                                              |  |
|                                                                                                                                                 | 5.                                                                              |  |
| Total homes currently under development by company in all locations:                                                                            |                                                                                 |  |
| Other principal owners or key staff of your development company working on this project (in addition to the primary contact given on page 1):   | Name:                                                                           |  |
|                                                                                                                                                 | Title:                                                                          |  |
|                                                                                                                                                 | E-mail Address                                                                  |  |
|                                                                                                                                                 | Phone:                                                                          |  |
|                                                                                                                                                 | Name:                                                                           |  |
|                                                                                                                                                 | Title:                                                                          |  |
|                                                                                                                                                 | E-mail Address                                                                  |  |
|                                                                                                                                                 | Phone:                                                                          |  |
|                                                                                                                                                 | If there are additional principals or key staff, please attach on separate page |  |
|                                                                                                                                                 | Project General Contractor, if not staff or an affiliated company of developer: |  |

|                                                                                                                                           |  |
|-------------------------------------------------------------------------------------------------------------------------------------------|--|
| Project architect and engineer:                                                                                                           |  |
| Non-profit partner in this project, if any, and key contact person:                                                                       |  |
| MILESTONE SCHEDULE:                                                                                                                       |  |
| Project schedule including:<br>Renovation start date, 75% completion date as well as final completion date. Additional details as needed. |  |

|            |
|------------|
| NARRATIVE: |
|------------|

Project narrative including marketing and other information you desire to share about your project:

FOR THE APPLICATION TO BE CONSIDERED COMPLETE, APPLICANTS MUST ALSO COMPLETE AND SUBMIT THE PROFORMA WORKSHEET SHOWING ALL PROJECTED SOURCES AND USES OF FUNDS IN ADDITION TO PROVIDING A COMPLETE PRICING SET OR PLANS THAT INCLUDE THE EQUIVALENT CONSTRUCTION INFORMATION to [gapgrants@cuyahogalandbank.org](mailto:gapgrants@cuyahogalandbank.org)