

A. Applicant Information

Completed by skondor@related.com on 11/5/2021 4:16 PM

Case Id: 30105

Name: Related Northwest - 27th & Ferguson - 2021

Address: 208 SW 1st Ave

A. Applicant Information

Please provide the following information.

ORGANIZATION INFORMATION

A.1. Organization Name

Related Northwest

A.2. Address

208 SW 1st Ave Suite 240 Portland, OR 97204

PROJECT INFORMATION

A.3. Project Name

27th & Ferguson

A.4. Project Location

27th & Ferguson Address TBD upon annexation Bend, OR 97702

CONTACT PERSON INFORMATION

A.5. First Name

Stefanie

A.6. Last Name

Kondor

A.7. Address

208 SW 1st Ave Suite 240 Portland, OR 97204

A.8. Phone Number

(510) 882-6362

A.9. Email Address

skondor@related.com

B. Organization Information

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Case Id: 30105

Name: Related Northwest - 27th & Ferguson - 2021

Address: 208 SW 1st Ave

B. Organization Information

Please provide the following information about your organization:

B.1. What is the organization's background, mission, and service history:

RNW's affiliate, Related, is one of the most prominent privately-owned real estate firms in the United States and is a fully integrated industry leader with experience in virtually every aspect of development, acquisitions, management, finance and marketing. Related has acquired and developed affordable communities along the West Coast for more than 30 years, completing more than 16,000 units of affordable housing with an additional 1,300 affordable units in predevelopment. As long-term property owners committed to sustainability and stewardship, Related forms strong public-private partnerships with civic leaders, nonprofit organizations, public officials and neighbors to revitalize communities. These relationships have resulted in inclusive, creative developments that reflect the individual character of each community. Related expanded into the Pacific Northwest three years ago to assist in meeting the unmet housing needs for the region. Related Northwest has made a significant amount of progress with over 700 units either in development or construction. RNW will continue the tradition of partnering with local organizations and jurisdictions with the unwavering commitment to creating great places and delivering high-quality affordable housing for low-income individuals and families throughout the Northwest.

B.2. Provide a brief description of the organization's financial stability as it pertains to the organization's capacity to successfully complete the project, including a brief financial history and primary funding sources. The City may request copies of the organization's financial audit or review for the last two years.

Related Northwest is an affiliate of The Related Companies. Founded in 1972, Related is a privately held company that owns and operates a premier portfolio of high-quality assets valued at more than \$50 billion. With offices in New York, San Francisco, Los Angeles, Chicago, Boston, Washington D.C., Miami, Abu Dhabi, Shanghai and London, we manage an operating portfolio that includes luxury residential, affordable and workforce apartments, commercial office, and retail-anchored mixed-use developments. Related's portfolio is comprised of approximately 85,000 residential units either owned or in development, including 55,000 affordable and workforce apartments and approximately 23 million square feet of commercial space. We are currently developing Hudson Yards in Manhattan—the largest private real estate development in the history of the United States.

B.3. Key Personnel Assigned to Project:

Name	Job Title	Qualifications	FTE Hours
Bill Witte	Chairman and CEO, Related	40+ years experience	1
Ann Silverberg	CEO, Related Northwest	25+ years experience	1
Stefanie Kondor	Vice President, Development, Related Northwest	15+ years experience	1
Alec Lawrence	Senior Development Associate, Related Northwest	9+ year experience	1

C. Project Description

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C. Project Description

Please provide a brief description of the following:

C.1. Describe the need or problem your project will address.

The City of Bend is a tale of two cities where an estimated 15.5% of households have incomes \$24,999 and below and 29.7% had income over \$100,000 or more. This income inequality coupled with population growth, the number of second homes, the growing vacation rental industry, and demographic trends have all created a significant lack of workforce housing. According to the 2019 Regional Housing Needs Assessment, 17 percent of renters in Bend spend more than \$1,500 a month on housing, a share that is unmatched by any other city in the region. Over forty-eight percent (48.9%) of renters in Bend are cost burdened (meaning they spend more than 30% of the gross income on rent), with the greatest number of households (7,246) in the region. Renting a two-bedroom unit at the Bend-Redmond Fair Market Rent of \$1,268 while spending no more than 30% of gross income requires an income of at least \$50,720. This income is equal to an hourly rate of \$24.39 which is well above the minimum wage of \$12.75 and the estimated mean renter wage of \$16.15. A household earning the minimum wage and working full-time can afford just \$663 per month in rent. Paying \$1,268 in rent would require a minimum wage household to pay almost 60 percent of their income or to work nearly two full-time jobs (77 hours per week) in order to pay just 30% of their income. This leaves just a small amount of income to pay for other life necessities (utilities, food, transportation, medical care, childcare, clothing, etc.) creating a situation where many simply cannot afford housing or must make extreme sacrifices in order to do so.

C.2. Describe how your project will address the identified need or problem, including project background, project objectives, services to be provided by the project, the populations or areas to be served, and how the Affordable Housing Development assistance will be used.

Our proposal intends to provide equitable access to the project's 200 new units of low-income housing workforce housing who have moderate incomes. The housing crisis in this region does not affect everyone equally. Low-income households, young adults, veterans, children, seniors, ethnic and racial minorities, and people with disabilities, mental illness, and chronic medical conditions often experience greater difficulties in obtaining secure and affordable homes. These populations are at greater risk of housing instability, displacement, rent burden, and homelessness.

Related will staff the 27th & Ferguson project with a full-time Property Manager funded through project operations for the life of the building. Meeting the needs of the local community requires partnering with local service organizations that are trusted and respected by the community. In addition, Related partners with local agencies and the best providers in the field to bring programs to residents in their own community rooms for free. We tailor programs directly to resident needs and coordinate classes and workshops from a central location which keeps staffing costs lower. The 27th & Ferguson community is an expansion of the community work that Related Northwest is doing for vulnerable populations throughout the state. Residents will have full access to our robust services to meet their diverse levels of needs.

On-site services in our communities have included: employment and placement activities, educational activities, mental and physical health, life skills training, cultural and personal enrichment. Our on-site resident services workers do this by providing housing retention and eviction prevention services, linking tenants to medical, mental health and substance

use services, and assisting tenants to increase their income by accessing public benefits and linking them to employment and training programs in the community. In addition, Related uses an integrated model of services that includes a close working partnership with property management. By working with Quantum, the service team assists tenants in stabilizing and maintaining their housing.

As part of coordinating services for residents, Related plans to build a relationship with residents, link residents with existing programs and services in their community, provide information and referral services, coordinate on-site presentations, classes, programs, and services, distribute a monthly newsletter, provide a record of expenses to apply to the resident services budget, and develop and maintain a resource directory that lists local service providers.

Based on Related's extensive experience serving households with children, we expect that service needs will include: (1) After-school academic support and programming; (2) Employment assistance and support increasing household income; (3) Resources and support around parenting challenges; and (4) Access to emergency funds for short-term cash emergencies that threaten household financial stability.

Service needs for other specific populations will be identified in partnership with service providers.

C.3. Describe how your project will address the identified need or problem in a way or to a degree not already being achieved in the community. Please identify any other similar programs or projects and how your project will add to or improve upon existing services.

The City of Bend's affordable housing goals will be furthered by this project's 200 units being added to the community. There are approximately 1,716 income-restricted rental housing units in 35 different properties in Bend with an average of 49 units per project. This project would be about 4 times larger than the current average project, helping add a significant number of units to the available supply of affordable housing. While there are several strong quality affordable housing developers working hard to address the need for housing in Bend and the surrounding region, the need for housing far surpasses the current ability to provide it. Related Northwest will add to these efforts by bringing additional capacity and expertise at bringing high-quality, service-enriched affordable housing supply to the community at scale. We bring a wholistic approach to this work: We recognize that creating an inviting home space fosters community and is essential to creating an environment necessary to successfully house individuals and families. The nuance to this, and where Related Northwest excels, is in balancing the creation of home with durable, cost-effective finishes to ensure the longevity and financial health of the project. We recognize that creating community is also more than sticks and bricks. Enriched programming for the residents is a key component in resident retention and stability. With each community, Related partners with service providers to deliver enriched programming and services tailored to the anticipated needs of the target population.

C.4. Describe the ways in which your project will have a long-term impact on the need or problem being addressed.

This project will provide sustainable long-term impacts for the residents and the community at large. High housing costs can destabilize families, leading them down a vicious spiral. Families weighed down by housing costs may look to save money by skipping meals and visits to the doctor, or by foregoing other essentials. Missing a rent payment can lead to eviction and even homelessness. Affordable housing property are stabilizing force not only for tenants and their families, but for neighborhoods and broader communities as well. According to a report by the Center for Housing Policy, a lack of "affordable housing can affect an employer's ability to attract and retain employees and can thus have implications for regional economic competitiveness." We have heard from Bend employers that this is a key concern as they seek to attract new workers.

C.5. Please indicate the time period that the project will remain affordable and how your organization plans to ensure that the project remains affordable for the specified time period:

The OHCS affordability period is 60 years, with these restrictions recorded against the property for the entirety of the affordability period. The extensive oversight and monitoring that comes with the combination of federal and state funds in the project will ensure that the rent and income restrictions are adhered to for the full 60 year affordability period, that the building is maintained in top physical condition, and that the resident services are appropriate and meaningful to the residents. We have an impeccable record of compliance with affordability, income eligibility, fair housing, and maintenance requirements imposed by our funders and partners. We conduct a thorough financial review of each project to ensure long-term success and benefit from having a large portfolio of properties from which to develop and apply best practices.

C.6. Describe your organization's plan for evaluating the progress of the project toward addressing the identified need or problem.

As with all of our previous projects, we are subject to oversight from multiple parties, including federal agencies, state agencies, equity partners, and lenders. Inspections are performed annually to assess the physical condition of our properties, as well as our compliance with income eligibility requirements, Fair Housing Law, Landlord-Tenant Law, resident services requirements, and the particular requirements specific to each funding source. If we are found to be deficient in any area, we are required to correct the deficiency within a specified period of time or face penalties. We have an impeccable record of compliance with all funding requirements. In addition, we meet regularly with our property management company to address any tenant issues, to review the success of resident services, and to discuss any changes that are needed to better address resident needs. Tenant satisfaction and success with our housing, management, and services and healthy financial and physical operations of the community will be our indicators of success. We also review reporting data on an annual basis with property management staff in order to review our operations and identify needed improvements.

D. Property and Project Information

Case Id: 30105

Name: Related Northwest - 27th & Ferguson - 2021

Address: 208 SW 1st Ave

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D. Property and Project Information

Please provide the following information.

D.1. Describe the proposed site Include information on any improvements (infrastructure, grading, etc.) and the existence of commercial or residential structures. If building(s) are occupied, include information on the type of occupants (including relationship to the seller or other entities) and the number of occupants. For vacant parcels, include information on any known critical habitats, wetlands, rivers/streams immediately on or adjacent to the property. For previously developed sites, include information on known historic significance (or construction 50 years or older) on OR adjacent to the property.

The site is located on 27th and Ferguson and is located in the recently expanded urban growth area coined as “the Elbow”. The site is largely flat, square shape parcel consisting of nine acres. The subject parcel is part of a larger 39 acre site. The site is presently zoned as ME, Mixed Use Employment and the seller is in the process of submitting for annexation into the City of Bend. The site will be developed under SB8, a bill that supports affordable housing developments across the state without the need for zoning change. Early conversations with the City’s Affordable Housing leadership suggests that this is supported at the City level. The site is surrounded by several vacant parcels that are under contract with a host of developers (Hayden, Pahlisch, North Peak) and underway in predevelopment with a host of uses including single-family residential, multi-family, town homes and commercial space. Conversations with adjacent developers have been held and coordination upon award will ensue to collaborate on off-site improvements and synergy within the new develop area. Due diligence for the site is underway and we are further exploring any wildlife or conservation impacts, wetlands, or geotechnical considerations. We believe that there are no significant findings but will continue to explore all elements of the projects feasibility.

Please attach a map showing the project’s location:



Map of Project Location

Bend 27th & Ferguson Development Aerial.pdf

D.2. Property Legal Description

Pending - TBD upon annexation and entitlement.

D.3. Site Condition

Vacant (NOT previously disturbed)

D.4. Property Owner

39 Acre LLC

Upload supporting documentation

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Property Legal Description

Bend 27th & Ferguson Appraiser Report.pdf

D.5. Parcel Size (Acres)

9

D.6. Site Control Status

Under Contract/Option to Purchase

If Under Contract/Option to Purchase enter expiration date:

If Leased, enter expiration date:

Notes – additional information

Executed LOI in place. Currently negotiating a PSA with the seller. Timeline to allow for closing to occur concurrently with construction start.

ZONING AND SITE PLAN STATUS

D.7. Site zoning

ME - Mixed Use Employment / Senate Bill 8 Allows for Affordable Housing Without Zoning Change

D.8. Is the present zoning conforming?

Yes

D.9. Is the site plan for your project approved?

No

Provide an estimated date of approval.

09/15/2022

SERVICES TO SITE

Indicate if the following utilities and infrastructure are in place to service the project site.

D.10. Street access

No

Provide an expected completion date OR an explanation if not anticipated

Presently collaborating with adjacent developers Hayden and North Peak

D.11. Gas

No

Provide an expected completion date OR an explanation if not anticipated

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Collaborating with city and adjacent developers to bring utilities to the site

D.12. Electric

No

Provide an expected completion date OR an explanation if not anticipated

Collaborating with city and adjacent developers to bring utilities to the site

D.13. Water

No

Provide an expected completion date OR an explanation if not anticipated

Collaborating with city and adjacent developers to bring utilities to the site

D.14. Sanitary sewer

No

Provide an expected completion date OR an explanation if not anticipated

Collaborating with city and adjacent developers to bring utilities to the site

D.15. Storm sewer

No

Provide an expected completion date OR an explanation if not anticipated

Collaborating with city and adjacent developers to bring utilities to the site

E. Work Program

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Case Id: 30105

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E. Work Program

Please provide the following information.

E.1. Anticipated Start Date:

09/01/2023

E.2. Anticipated Completion Date:

02/01/2025

E.3. List of Task(s) Needed for Project

Task	Start Date	End Date
Executed LOI	11/01/2021	M/d/yyyy
Executed PSA	11/16/2021	M/d/yyyy
AHF Notice of Award	02/28/2022	M/d/yyyy
OHCS 4% and LIFT Pre-Application	03/01/2022	M/d/yyyy
LIFT Notice of Awards	07/31/2022	M/d/yyyy
Permit Issuance	08/31/2023	M/d/yyyy
Construction Period	09/01/2023	02/01/2025
Lease Up Period	12/1/2024	12/31/2025

NOTE: If funded, staff will work with you to set benchmarks for your project. Failure to meet these benchmarks could mean a reduction in funding during current or future years.

F. Project Benefit

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F. Project Benefit

Please provide a brief description of the following:

F.1. Estimate of the total number of persons to be served by the project.

600

F.2. Estimate of the total number of low-income persons to be served by the project.

0

F.3. Estimate of the total number of moderate-income persons to be served by the project.

600

G. Financial Information

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Case Id: 30105

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Address: 208 SW 1st Ave

G. Financial Information

Please also provide the following financial information:

G.1. A detailed line-item budget describing the total project cost and operating income and expenses, including consideration of inflationary factors, maintenance costs, potential relocation costs, and increased insurance costs associated with the project.

Budget Form *Required

G.1 27th & Ferguson Detailed Budget.pdf

G.2. A description of the assumptions used to determine the total project cost and the operating budget, including the sources consulted and how costs were determined.

Stewardship of financial resources, be they public or private, is more than good business sense, it is fundamental to the underlying mission of affordable housing development and essential to furthering its production. Through such stewardship, Related has been able to grow its affordable housing portfolio over the past 25 years to over 16,000 units of housing along the West Coast. Stewardship begins with an expert understanding of cost relative to the product and market. RNW has arrived at realistic building costs driven by actual market information rather than a desire to show the lowest numbers and has consulted GLI Advisers to provide these cost assumptions. The project estimate also accounts for escalation of material and labor cost to closing and current unknowns.

Another mechanism utilized to keep construction costs in-line is through the material selection and design of the building. At three-stories, the building height does not require BOLI wages. Because of the site configuration, the building is able to achieve a scale necessary for cost efficiencies without additional height. A wood constructed building is cost effective and reduces inspections during construction, while unit layouts maximize stacking such that MEP placements abut to produce an efficient design that minimizes MEP costs without sacrificing livability.

To assist the project in implementing green building practices, the team plans to work with Earth Advantage to explore means and methods as well as engaging them to perform QA/QC testing, such as blower door testing. Consistent with the projects of RNW and its affiliates, the design at 27th & Ferguson seeks to incorporate features such as low flow toilets and aerators, LED lighting, occupancy/daylight sensors, low VOC materials and sealants, energy efficient appliances and thoughtful landscaping that requires minimized irrigation. Additional sustainability may be sought through insulation and envelope design in an effort to deliver values that exceed minimum code requirements as well as pursuing grant funding for a solar array.

G.3. A brief description of your organization's plan for funding the project after the first year, if applicable.

Please see the project pro forma for a line item operating expense budget and operating cash flow. After lease up and stabilization the property will support its expenses through rental income. The expenses reflect our current experience in the market.

G.4. A statement regarding your organization’s ability to proceed with the project without your requested Affordable Housing Development assistance, or with an award less than your requested amount.

We are committed to funding this project and will work towards obtaining the necessary funding to do so. While the Affordable Housing Development assistance funding award is a relatively smaller source in our funding stack, it is a critical first piece of funding. It signals local support to other funders and importantly in our LIFT state funding application, gaining us much needed additional points. The Affordable Housing Development assistance funding also allows us to reduce our per unit LIFT funding ask which is the most important metric in increasing the likelihood of securing funding.

G.5. For construction projects, please provide a detailed pro forma

Detailed Pro Forma

27th & Ferguson LIHTC-Proforma-Bend Related 2021-11-5.xlsx

G.6. For homeownership projects, please provide potential or confirmed mortgage lenders that will be able to access financing for purchase of proposed housing units. Please provide evidence information of penitential mortgage financing for the homebuyer. Evidence being lender information, loan program/s, financial structure (i.e. down payment/terms).

G.7. Please provide any interest rate or loan terms that vary from the [City of Bend Policy on Grants and Loans](#) and would be necessary for the implementation of the proposal. All proposals will have loan terms applied.

We request the Affordable Housing Funds loan terms to be subordinated soft loan. Repaid by year 40. In addition, we request the flexibility to convert the AHF to a grant and assigned to a to be determined non-profit project partner.

G.8. CDBG Funds Requested

\$0.00

G.9. AHF Funds Requested

\$1,000,000.00

G.10. CET Funds Requested

\$0.00

G.11. Leveraged Funds

\$50,560,444.00

H. Budget

Case Id: 30105

Name: Related Northwest - 27th & Ferguson - 2021

Address: 208 SW 1st Ave

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H. Budget

Please provide the following information.

H.1. Project Budget

Project Activities	CDBG Funds Requests	AHF Funds Requested	CET Funds Requested	Other Public Funds	Private Funds	Activity Total
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$1,980,000.00	\$1,980,000.00
Construction Costs	\$0.00	\$1,000,000.00	\$0.00	\$12,725,000.00	\$23,744,915.00	\$37,469,915.00
Development Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$12,110,529.00	\$12,110,529.00
TOTAL		\$1,000,000.00				\$51,560,444.00

H.2. Other Public Funds

Source	Use of Funds	Amount of Funding	Funding Status
OHCS LIFT (2022 Application)	Construction Costs	\$12,600,000.00	Applied For
OHCS OR-MEP (2022 Application)	Construction Costs	\$125,000.00	Applied For
TOTAL		\$12,725,000.00	

H.3. Private Funds

Source	Use of Funds	Amount of Funding	Funding Status
Permanent Loan	Unrestricted	\$17,100,000.00	Applied For
Deferred Developer Fee	Developer Fee	\$3,728,014.00	Applied For
4% LIHTC Investor Equity	Unrestricted	\$17,007,430.00	Applied For
TOTAL		\$37,835,444.00	

H.4. Funding Documentation



Funding Documentation - Letters of funding commitment from sources

***No files uploaded*

I. Project Feasibility and Readiness

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I. Project Feasibility and Readiness

Please provide the following information regarding project feasibility and readiness:

I.1. A description of the organization's administrative capacity to complete the project, including its experience in implementing and managing activities similar to the proposed project. If capacity is achieved through partnerships with or utilization of other organizations or agencies, describe the nature and status of these partnerships.

As can be verified by visiting any of our developments Related Northwest consistently delivers top-quality developments that are assets to the communities in which they are built. We also have an impeccable track record of bringing projects in on time and within budget. Key to this track record is careful consideration of staffing and capacity with each new project. Related provides each project with extensive resources that include executive support staff, a project manager and project coordinator, an in-house architect that works closely with the design team to ensure that lessons learned and best practices from Related's West Coast developments are carried forward, third-party construction managers that work on all of Related Northwest's projects, and in-house accounting staff that create a seamless back-of-house process.

This level of support and the depth of established best practices and processes provided to each project is unique in the development world and is a product of Related's 40-plus years of successfully developing affordable housing. This foundation has enabled Related Northwest to earn a reputation for delivering high-quality housing, delivering on what we say, and exceeding project goals, all while making cost conscious decisions. It allows us to be great stewards of financial resources while not sacrificing quality.

I.2. A description of neighborhood and/or community support for the project. Attach letters of support or other evidence of neighborhood/community support.

Over the last year Related has worked to connect with various stakeholders in the community including businesses, service providers, city officials, and community members. Please letters of support that reflect our community engagement process. As we move forward, we will conduct focus groups and deeper work with community members and stakeholders to inform design and collaborate with the neighborhood.

Attach Letters of Support

Evidence of Neighborhood/Community Support *Required

Combined Letters of Support - 27th & Ferguson.pdf

I.3. A description of the organization's readiness to proceed with the project. For example, if the purchase of property is involved, is the property currently available for purchase? Is staff currently available to work on the project, or is the organization ready to proceed with hiring staff?

The site is controlled via a Letter of Interest with the seller. We are currently negotiating a PSA that will allow us to purchase the property concurrently with our construction closing. We are well staffed to complete the project.

I.4. A description of any land use processes (such as a zone change or a conditional use permit) the project will require

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and what steps, if any, have been taken to address these issues.

Seller is working to annex this site and the adjacent land. Our contract requires that the land be fully annexed by June 2022. Because our site is part of this larger parcel, we will work with the planning department through the subdivision process and have begun already engaged a land use attorney to help us through this process. The site is presently zoned ME (mixed-use employment), however we will develop it under Senate Bill 8 which is a legislative provision that allows for affordable housing as a permissible use requiring no conditional use or zoning change. We have engaged a land use attorney and have had initial conversations with the City of Bend to collaborate on this innovative project together.

Submit

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Submit

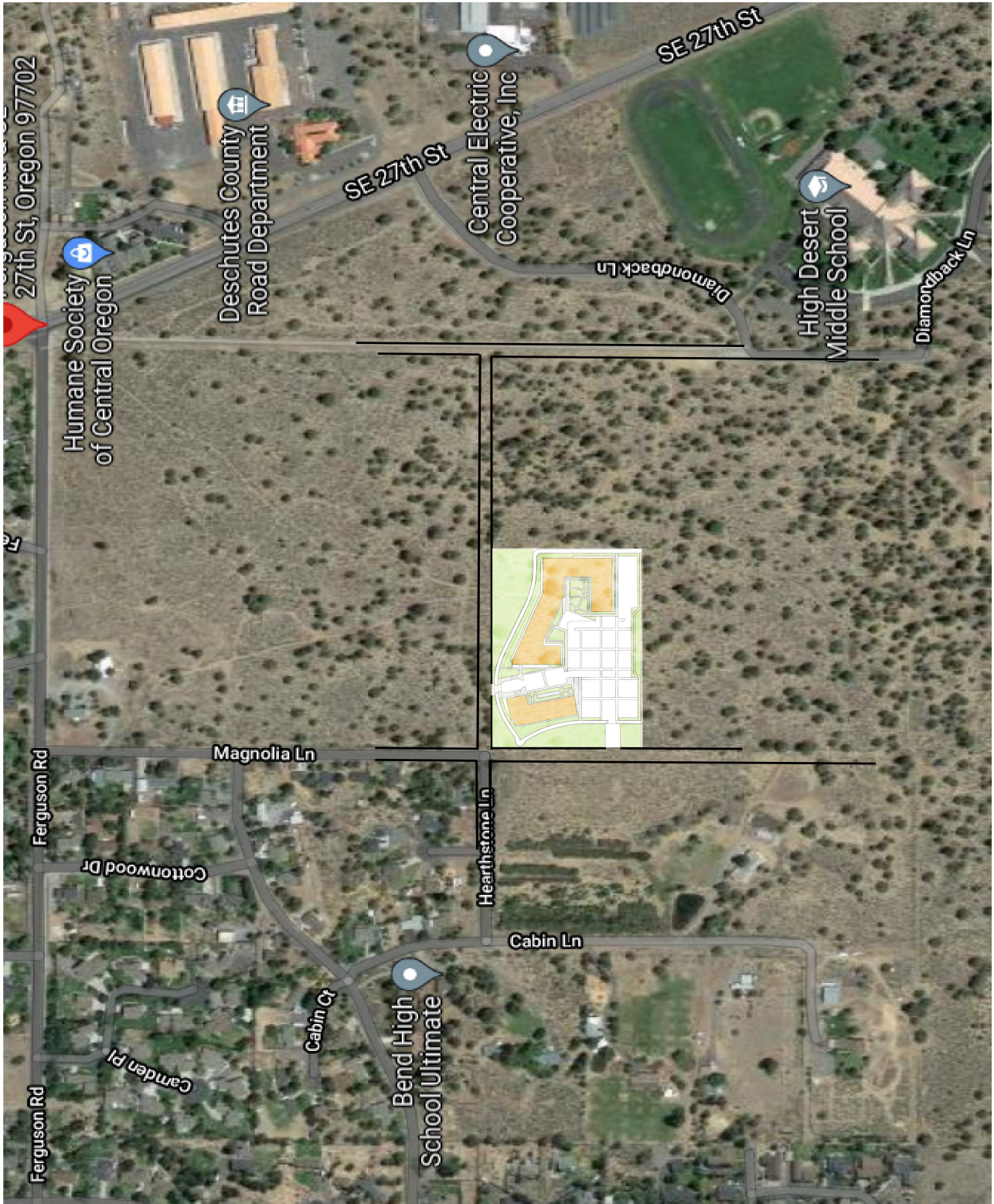
Once an application is submitted, it can only be "Re-opened" by an Administrator. Also note: please check your Spam email folder if you have not received any emails from Neighborly.

- The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining funding under the City's Affordable Housing Development Program.
- I understand that U.S.C. Title 18, Sec. 1001, provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies...or makes any false, fictitious or fraudulent statements or representation, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both."
- I certify that the application information provided is true and complete to the best of my/our knowledge.
- I agree to provide any documentation needed to assist in determining eligibility and are aware that all information and documents provided, except as exempted pursuant to law, are a matter of public record.
- I further grant permission and authorize any bank, employer, or other public or private organization to disclose information deemed necessary to complete this application.

Authorized Signature

Stefanie Kondor

Electronically signed by skondor@related.com on 11/5/2021 4:34 PM



Project Summary

Project Name	27th & Ferguson - Workforce Site	Date	10/31/2020
	# of Buildings	this selection also chooses the source of the summary figures below	
Site Names:	A	1	Pro Forma Type: Initial Application
<i>if only 1 site, enter it; this populates the data entry portion of the pro forma</i>	27th & Ferguson	1	
	C		
	D		
	E		
	F		
	Project Type		select X for each applicable
		--	Acq/Rehab
		X	New Construction
		--	Rehab
		--	Preservation

	Total	Affordable	Market
Number of Units:	200	200	0
Residential Unit Square Footage:	142,350	142,350	0
Residential Common Areas:	21,353	21,353	0
Commercial/other:	0	0	0
Total Residential Square Footage:	163,703	163,703	0
Total Square Footage:	163,703		

figures* based on: Initial Application

Overall Costs

	Total Costs	Cost / Unit	Cost / Res Sq Ft	% of Total Costs
Total	\$51,560,444	\$257,802.22	\$314.96	-
Acquisition	\$1,980,000	\$9,900.00	\$12.10	3.8%
Construction	\$37,469,915	\$187,349.58	\$228.89	72.7%
Development	\$12,110,529	\$60,552.65	\$73.98	23.5%

Development & Construction Cost / Unit Type

	Dev & Const	
	tot sq ft	tot units
0 bedroom	20,250	45
1 bedroom	31,350	55
2 bedroom	48,750	65
3 bedroom	42,000	35
4 bedroom	0	0
5 bedroom	0	0

Common Areas:	21,353	\$32,335
Development & Construction Costs		\$49,580,444
Dev & Const Cost / Res Sq Ft:		\$303

Construction Costs

	Total Costs	Cost / Unit	Cost / Res Sq Ft
Total Construction Costs minus GC/O/P	\$34,409,898	\$172,049	\$210.20
Total Builder GC/O/P	\$2,499,733	\$12,499	\$15.27
Builder General Conditions	\$1,939,448	\$9,697	\$11.85
Builder Overhead	\$560,285	\$2,801	\$3.42
Builder Profit	\$560,285	\$2,801	\$3.42
Construction Contingency	\$1,800,000	\$9,000	\$11.00

Development Costs

	Total Costs	Cost / Unit	% Construction
Architect's Fee	\$800,000	\$4,000	2%
	Total Costs	% of Development	Cost / Unit
Development Contingency	\$535,000	4.6%	\$2,675

Project Name 27th & Ferguson - Workforce Site

Date 10/31/2020

of Buildings this selection also chooses the source of the summary figures below

Operating Income & Expense:

Income:	Total	Percent of EGI	\$ / Unit
EGI without OAHTC	\$2,166,950	--	\$10,835
EGI with OAHTC	-	--	-

Expenses:	Total / Unit	Percent of EGI w/o	OAHTC
Total Op Expenses / Unit	\$4,839	0.2%	0.0%
Less Property Tax / Unit	\$0	0.0%	0.0%
Less resident services / Unit	\$200	0.0%	0.0%
Net Op Exp/Unit	\$4,639	0.2%	0.0%

On Site Mgmt Fee / Unit	\$915	0.0%	0.0%
Off Site Mgmt Fee / Unit	\$379	0.0%	0.0%
Total Mgmt Fee / Unit	\$1,294	0.1%	0.0%

Maintenance & Repairs / Unit	\$500	0.0%	0.0%
Replacement Reserve	\$125	0.0%	0.0%

Net Operating Income:	Total	Percent of EGI	\$ / Unit
Net Operating Income without OAHTC	\$1,199,137	55.3%	\$5,996
Net Operating Income with OAHTC	(\$937,309)	0.0%	-\$4,687

Debt Coverage Ratio:	Total
Primary DCR without OAHTC	1.23
Primary DCR with OAHTC	-

Total DCR without OAHTC	1.00
Total DCR with OAHTC	-

Cash Flow:	Total	Percent of EGI	\$ / Unit
Primary Cash Flow without OAHTC	\$221,651	10.2%	\$1,108
Primary Cash Flow with OAHTC	-	0.0%	\$0
Total Cash Flow without OAHTC	\$0	0.0%	\$0
Total Cash Flow with OAHTC	-	0.0%	\$0

LIHTC

Total Qualified Basis:	\$45,969,632		
Total Amount Of Credit Requested:	\$1,838,825		
Total Amount of Credit Allowable:	\$1,838,785		
Net Tax Credit Investor Proceeds:	\$17,007,430		
LIHTC Ineligible Costs	(from Uses)	(from Tax Credit Calc)	Difference
	\$5,590,812	\$5,590,812	\$0

OAHTC:

	Total	Annual Per Unit	Per Unit
Annual Pass-through:	-	-	\$0.00
Actual Pass-through:	-	-	\$0.00
Over/Under:	-	-	\$0.00

SOURCES OF FUNDING

Project Name: 27th & Ferguson - Workforce Site

Date: 10/31/2020

Funding Source	Initial Application	Final Application	Status	Anticipated or Firm Commitment Date	COMMERCIAL	
					Commercial	Anticipated or Firm Commitment Date
OHCS Programs						
4% LIHTC (Equity)	\$17,007,430					
Housing Preservation Funds						
Weatherization	\$125,000					
Other: 9% LIHTC (Equity)						
Total OHCS Grants & Equity	\$17,132,430	\$0			\$0	

NON-OHCS GRANTS (list)

Total NON-OHCS Grants	\$0	\$0			\$0	

LOANS (list as applicable)

Permanent Loan (write bank name)	\$17,100,000					
Bend AHF pending	\$1,000,000					
HOME						
LIFT State	\$12,600,000					
	\$0					
Total NON-OHCS Loans	\$30,700,000	\$0			\$0	

APPLICANT CONTRIBUTIONS (list additional as applicable)

Cash						
Deferred Development Fee	\$3,728,014					
GP Contribution	\$0					
Total Applicant Contribution	\$3,728,014	\$0			\$0	

OTHER: (list additional as applicable)

Historic Tax Credits						
Cash flow During Rehab						
Total Other Funds	\$0	\$0			\$0	

TOTAL FUND SOURCES **\$51,560,444** **\$0**
 (initial) **Surplus or Gap** **\$0**

(Note: Total Fund Sources must match "Total Project Cost" from Uses of Funding page.) **\$0**

Other OHCS non-equity sources:

Oregon Affordable Housing Tax Credit (OAHTC)	\$0	(loan amount from OAHTC worksheet)
Construction bridge loan		(enter loan amount)
Predevelopment Loan		(loan amount)

Other Non-OHCS sources:

Other	
Other	

USES OF FUNDS

Project Name: 27th & Ferguson - Workforce Site Date: 10/31/2020

	Total	Affordable	Market
Number of Units:	200	200	0
Residential Unit Square Footage:	142,350	142,350	0
Residential Common Areas:	21,353	21,353	
Commercial/other	0		
Total Residential Square Footage:	163,703	163,703	0
Total Square Footage:	163,703		

Acq/Rehab	--
IRS Set-aside	

add more project sites by un hiding columns I-L

add more project sites by un hiding columns R-U

add more project sites by un hiding columns I-L

COSTS:	selected on Summary page: Initial Application	COMMERCIAL (where applicable)	RESIDENTIAL										For LIHTC Applicants ONLY	
			Initial costs					Final costs						
			select project site					select project site						
			Total Costs (comm & res)	Commercial	(A)	Initial	Cost per Unit	A site	B site	(B) Final	% Diff (B/A)	Cost per Unit		A site
Acquisition Costs														
Land	\$1,980,000		\$1,980,000	\$9,900		\$1,980,000	\$0	-100.0%	-				n/a	*Never allowed in basis
Improvements	\$0		\$0	-			\$0	-	-					
Liens and Other Taxes	\$0		\$0	-			\$0	-	-					
Closing/Recording	\$0		\$0	-			\$0	-	-					
Extension Fees	\$0		\$0	-			\$0	-	-					
Other (list below):														
	\$0		\$0	-			\$0	-	-					
	\$0		\$0	-			\$0	-	-					
	\$0		\$0	-			\$0	-	-					
Acquisition Costs Subtotal:	\$1,980,000	\$0	\$1,980,000	\$9,900	\$0	\$1,980,000	\$0	-100.0%	-	\$0	\$0	\$0	\$0	

Construction Costs														
Off-site Work	\$1,700,000		\$1,700,000	\$8,500		\$1,700,000	\$0	-100.0%	-				\$425,000	*Some off site costs can be included in basis
On-site Work	\$75,000		\$75,000	\$375		\$75,000	\$0	-100.0%	-				\$75,000	
Hazardous Materials Abatement	\$0		\$0	-			\$0	-	-					
Demolition	\$0		\$0	-			\$0	-	-					
Residential Building	\$26,957,558		\$26,957,558	\$134,788		\$26,957,558	\$0	-100.0%	-				\$26,957,558	
Commercial Space/Building	\$0		\$0	-			\$0	-	-				n/a	*Never allowed in basis
Common Use Facilities	\$0		\$0	-			\$0	-	-					*Can't be in basis if there is any charge for use...
FF&E (Common Area Furnishings)	\$225,000		\$225,000	\$1,125		\$225,000	\$0	-100.0%	-				\$225,000	
Internet Wiring & Equipment	\$0		\$0	-			\$0	-	-				\$0	
Landscaping	\$0		\$0	-			\$0	-	-				\$0	
Elevator	\$0		\$0	-			\$0	-	-				\$0	
Laundry Facilities	\$0		\$0	-			\$0	-	-				\$0	*OK in basis even if a coin-op
Storage/Garages	\$0		\$0	-			\$0	-	-				\$0	*Can't be in basis if there is any charge for use...
Builder's Risk Insurance	\$450,000		\$450,000	\$2,250		\$450,000	\$0	-100.0%	-				\$450,000	
Performance Bond	\$0		\$0	-			\$0	-	-				\$0	
3rd Party Const. Management	\$225,000		\$225,000	\$1,125		\$225,000	\$0	-100.0%	-				\$225,000	
Contingency	\$1,800,000		\$1,800,000	\$9,000		\$1,800,000	\$0	-100.0%	-				\$1,800,000	
General Conditions	\$1,939,448		\$1,939,448	\$9,697		\$1,939,447.63	\$0	-100.0%	-				\$1,939,448	
Contractor Overhead	\$560,285		\$560,285	\$2,801		\$560,285	\$0	-100.0%	-				\$560,285	
Contractor Liability Insurance	\$287,326		\$287,326	\$1,437		\$287,326	\$0	-100.0%	-				\$287,326	
Contractor Performance Bond	\$287,326		\$287,326	\$1,437		\$287,326	\$0	-100.0%	-				\$287,326	
Contractor Profit	\$560,285		\$560,285	\$2,801		\$560,285	\$0	-100.0%	-				\$560,285	

USES OF FUNDS

Project Name: 27th & Ferguson - Workforce Site **Date:** 10/31/2020

Other (list below):	\$0	\$0	-	\$0	-	-	\$0	-	-		
Design Contingency	\$1,000,000	\$1,000,000	\$5,000	\$1,000,000	\$0	-100.0%	-	-			\$1,000,000.00
Escalation	\$1,402,689	\$1,402,689	\$7,013	\$1,402,689	\$0	-100.0%	-	-			\$1,402,689
Construction Costs Subtotal:	\$37,469,915	\$0	\$37,469,915	\$187,350	\$0	-100.0%	-	-	\$0	\$0	\$36,194,915

Development Costs

Land Use Approvals	\$35,000	\$35,000	\$175	\$35,000	\$0	-100.0%	-	-			\$35,000
Building Permits/Fees	\$300,000	\$300,000	\$1,500	\$300,000	\$0	-100.0%	-	-			\$300,000
System Development Charges	\$482,130	\$482,130	\$2,411	\$482,130	\$0	-100.0%	-	-			\$482,130
Market Study	\$0	\$0	-		\$0	-	-	-			\$0
Environmental Report	\$20,000	\$20,000	\$100	\$20,000	\$0	-100.0%	-	-			\$20,000
Lead Based Paint Report	\$0	\$0	-		\$0	-	-	-			\$0
Asbestos Report	\$0	\$0	-		\$0	-	-	-			\$0
Pest & Dry Rot Report	\$0	\$0	-		\$0	-	-	-			\$0
Soils Report (Geotechnical)	\$25,000	\$25,000	\$125	\$25,000	\$0	-100.0%	-	-			\$25,000
Survey	\$25,000	\$25,000	\$125	\$25,000	\$0	-100.0%	-	-			\$25,000
Capital Needs Assessment	\$0	\$0	-		\$0	-	-	-			\$0
Marketing/Advertising	\$125,000	\$125,000	\$625	\$125,000	\$0	-100.0%	-	-			n/a
Insurance	\$210,000	\$210,000	\$1,050	\$210,000	\$0	-100.0%	-	-			\$210,000
OHCS Reconveyance Charge	\$0	\$0	-		\$0	-	-	-			\$0
OHCS Doc Prep Charge	\$0	\$0	-		\$0	-	-	-			\$0
OHCS Const. Inspection	\$0	\$0	-		\$0	-	-	-			\$0
OHCS Constr. Analyst	\$0	\$0	-		\$0	-	-	-			\$0
Other (list below):											
earth advantage	\$20,000	\$20,000	\$100	\$20,000	\$0	-100.0%	-	-			\$20,000
Construction Inspection Reports	\$0	\$0	-		\$0	-	-	-			\$0
Sewer & Sanitation Fees Water Hook	\$0	\$0	-		\$0	-	-	-			\$0

List only portion not covered by waivers

*Never allowed in basis

General Fees

Architectural	\$800,000	\$800,000	\$4,000	\$800,000	\$0	-100.0%	-	-			\$800,000
SPD Architectural Review Fee	\$0	\$0	-		\$0	-	-	-			\$0
Engineering	\$200,000	\$200,000	\$1,000	\$200,000	\$0	-100.0%	-	-			\$200,000
Legal/Accounting	\$150,000	\$150,000	\$750	\$150,000	\$0	-100.0%	-	-			\$150,000
Cost Certification	\$0	\$0	-		\$0	-	-	-			\$0
Appraisals	\$10,909	\$10,909	\$55	\$10,909	\$0	-100.0%	-	-			\$10,909
Special Inspections/Testing	\$35,662	\$35,662	\$178	\$35,662	\$0	-100.0%	-	-			\$35,662
Developer Fee	\$5,250,000	\$5,250,000	\$26,250	\$5,250,000	\$0	-100.0%	-	-			\$5,250,000
Consultant Fee	\$0	\$0	-		\$0	-	-	-			\$0
Rate Lock Fee	\$0	\$0	-		\$0	-	-	-			\$0
Other (list below):											
Blueprinting / Printing / Copying	\$1,500	\$1,500	\$8	\$1,500	\$0	-100.0%	-	-			\$1,500
Other Consultants MDH+ Walsh Prec	\$55,000	\$55,000	\$275	\$55,000	\$0	-100.0%	-	-			\$55,000
Interior Design Coordinator Mannigan	\$25,000	\$25,000	\$125	\$25,000	\$0	-100.0%	-	-			\$25,000

*Legal fees associated with syndication generally r

Construction Loan Costs/Fees

Lender Inspection Fees	\$0	\$0	-		\$0	-	-	-			\$0
Lender Title Insurance	\$75,000	\$75,000	\$375	\$75,000	\$0	-100.0%	-	-			\$75,000
Lender Legal Fees	\$45,000	\$45,000	\$225	\$45,000	\$0	-100.0%	-	-			\$45,000
Loan Fees	\$265,000	\$265,000	\$1,325	\$265,000	\$0	-100.0%	-	-			\$265,000

USES OF FUNDS

Project Name: 27th & Ferguson - Workforce Site **Date:** 10/31/2020

Loan Closing Fees	\$25,000		\$25,000	\$125		\$25,000	\$0	-100.0%	-		\$25,000
Property Taxes (Constr Period)	\$0		\$0	-		\$0	\$0	-	-		\$0
Insurance	\$0		\$0	-		\$0	\$0	-	-		\$0

Bridge Loan Fees

Bridge Loan Legal	\$0		\$0	-		\$0	\$0	-	-		
Bridge Loan Trustee	\$0		\$0	-		\$0	\$0	-	-		
Bridge Loan Underwriting	\$0		\$0	-		\$0	\$0	-	-		
Bridge Loan Fee	\$0		\$0	-		\$0	\$0	-	-		
Bridge Loan Closing Fees	\$0		\$0	-		\$0	\$0	-	-		

Permanent Loan Fees

Perm. Loan Fee	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis
Perm. Loan Closing Fees	\$85,500		\$85,500	\$428		\$85,500	\$0	-100.0%	-		n/a *Never allowed in basis

Tax Credit Fees

Tax Credit Fee	\$2,500		\$2,500	\$13		\$2,500	\$0	-100.0%	-		\$2,500
OHCS Tax Credit Application Charge	\$5,000		\$5,000	\$25		\$5,000	\$0	-100.0%	-		\$5,000
OHCS Tax Credit Reservation Charge	\$220,659		\$220,659	\$1,103		\$220,659	\$0	-100.0%	-		\$220,659
OHCS Recipient Charge	\$3,020		\$3,020	\$15		\$3,020	\$0	-100.0%	-		\$3,020
Tax Credit Syndication Costs	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis
Tax Credit Cost Certification	\$20,000		\$20,000	\$100		\$20,000	\$0	-100.0%	-		\$20,000
Tax Credit Legal/Advisor Fee	\$52,000		\$52,000	\$260		\$52,000	\$0	-100.0%	-		n/a *Never allowed in basis
Other (list below):											
Draw Down Fee	\$132,500		\$132,500	\$663		\$132,500	\$0	-100.0%	-		\$0
Misc Finance Costs - NOFA	\$4,025		\$4,025	\$20		\$4,025	\$0	-100.0%	-		\$4,025
	\$0		\$0	-		\$0	\$0	-	-		\$0

Bond Issuance Fees

Negative Arbitrage	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis
Bond Counsel	\$60,000		\$60,000	\$300		\$60,000	\$0	-100.0%	-		n/a *Never allowed in basis
Trustee Acceptance Fee	\$5,500		\$5,500	\$28		\$5,500	\$0	-100.0%	-		n/a *Never allowed in basis
Annual Trustee Fee to Stabilization	\$4,725		\$4,725	\$24		\$4,725	\$0	-100.0%	-		n/a *Never allowed in basis
OHCS Bond Application Charge	\$1,500		\$1,500	\$8		\$1,500	\$0	-100.0%	-		n/a *Never allowed in basis
OHCS Bond Issuance Charge	\$150,000		\$150,000	\$750		\$150,000	\$0	-100.0%	-		n/a *Never allowed in basis
OHCS Financial Advisor	\$4,500		\$4,500	\$23		\$4,500	\$0	-100.0%	-		n/a *Never allowed in basis
TEFRA Notice	\$500		\$500	\$3		\$500	\$0	-100.0%	-		n/a *Never allowed in basis
Bond Underwriter	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis
Bond Cost Certification	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis
Other (list below):											
Other Bond Costs	\$4,500		\$4,500	\$23		\$4,500	\$0	-100.0%	-		n/a *Never allowed in basis
	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis
	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis

Interest

Construction Period	\$1,391,250		\$1,391,250	\$6,956		\$1,391,250	\$0	-100.0%	-		\$904,313
Construction Bridge Loan	\$0		\$0	-		\$0	\$0	-	-		n/a *Never allowed in basis
Other (list below):											
Gap Loan Interest	\$25,000		\$25,000	\$125		\$25,000	\$0	-100.0%	-		\$25,000
	\$0		\$0	-		\$0	\$0	-	-		\$0

USES OF FUNDS

Project Name:

27th & Ferguson - Workforce Site

Date: **10/31/2020**

Development Contingency

Development Contingency	\$535,000		\$535,000	\$2,675		\$535,000	\$0	-100.0%	-			\$535,000	
Contingency Escrow Account (3%)	\$0		\$0	-			\$0	-	-			n/a	*Never allowed in basis

Lease Up / Tenant Relocation

Lease Up	\$250,000		\$250,000	\$1,250		\$250,000	\$0	-100.0%	-			n/a	*Never allowed in basis
Tenant Relocation	\$0		\$0	-			\$0	-	-			\$0	

Reserves/Cash Accounts

Operating Reserve	\$972,650		\$972,650	\$4,863	\$0	\$972,650	\$0	-100.0%	-			n/a	*Never allowed in basis
Deposit to Replacement Reserves	\$0		\$0	-			\$0	-	-			n/a	*Never allowed in basis
Other (list below):													
Donations - Boys and Girls	\$0		\$0	-		\$0	\$0	-	-			\$0	
Travel & Entertainment Costs	\$0		\$0	-		\$0	\$0	-	-			\$0	
Rent-Up Guarantee lease up	\$0		\$0	-		\$0	\$0	-	-			\$0	
	\$0		\$0	-			\$0	-	-			\$0	

Development Costs Subtotal:	\$12,110,529	\$0	\$12,110,529	\$60,553	\$0	\$12,110,529	\$0	-100.0%	-	\$0	\$0	\$9,774,717	
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TOTAL PROJECT COST	\$51,560,444	\$0	\$51,560,444	\$257,802	\$0	\$51,560,444	\$0	-100.0%	-	\$0	\$0	\$45,969,632	
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Surplus or Gap (initial)	\$0
Surplus or Gap (final)	

HOUSING OPERATING BUDGET - INCOME

Project Name: 27th & Ferguson - Workforce Site **Date:** 10/31/2020 **Pro Forma Type:** Initial Application

Actual Multifamily Tax Subsidy Incomes 2020	
Site: A	County: DESCHUTES <i>pick from drop down</i>
Site: B	County: GRANT <i>pick from drop down</i>
Site: C	County: DESCHUTES <i>pick from drop down</i>
Site: D	County: GILLIAM <i>pick from drop down</i>
Site: E	County: HARNEY <i>pick from drop down</i>
Site: F	County: JEFFERSON <i>pick from drop down</i>

Income Inflation Rate: 2.00% *If you would like to model a different Income Inflation Rate, please the Developer Assumptions Income tab.*

Please Note: If this project is currently under OHCS program rent restrictions, and OHCS approved rents are lower than proposed in this proforma please contact your Loan Officer to discuss. Approval of the development and operating budgets does not guarantee an increase to current OHCS approved rents.

select from drop down

Project site:	Unit Size	Affordable vs Market	Unit Type (BDR /MGR)	# of Baths	Square Feet / Unit	Median Income %	Gross Monthly Rent Per Unit	Tenant Paid Utility Allow	Net Monthly Rent Per Unit	# of Units	years									
											1	2	3	4	5	10	15	20	30	
A	0	Affordable	BDR	1.0	450	63%	\$844	- \$52	= 792 X 12	45	=	\$427,680	\$436,234	\$444,958	\$453,857	\$462,935	\$511,117	\$564,315	\$623,049	\$759,493
A	1	Affordable	BDR	1.0	570	63%	\$905	- \$67	= 838 X 12	55	=	\$553,080	\$564,142	\$575,424	\$586,933	\$598,672	\$660,982	\$729,777	\$805,733	\$982,184
A	2	Affordable	BDR	1.0	750	63%	\$1,086	- \$83	= 1,003 X 12	65	=	\$782,340	\$797,987	\$813,947	\$830,225	\$846,830	\$934,969	\$1,032,281	\$1,139,722	\$1,389,314
A	3	Affordable	BDR	2.0	1,200	63%	\$1,254	- \$99	= 1,155 X 12	35	=	\$485,100	\$494,802	\$504,698	\$514,792	\$525,088	\$579,739	\$640,079	\$706,699	\$861,462
add more units by un hiding rows																				
				Tot Res SqFt	Aff Sq Ft	Market SqFt	SUB-TOTALS		200	=	\$2,248,200	\$2,293,164	\$2,339,027	\$2,385,808	\$2,433,524	\$2,686,807	\$2,966,452	\$3,275,203	\$3,992,454	
				142,350	142,350	0														

Total Annual Income

select site:	Subsidy Revenue Total:																		
Subsidy:	Other:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

select site:	Other Revenue Total:																		
Laundry	Laundry	\$28,800	\$28,800	\$29,376	\$29,964	\$30,563	\$31,174	\$34,419	\$38,001	\$41,956	\$51,144								
Deposits on Turnover	Deposits on Turnover	\$3,000	\$3,000	\$3,060	\$3,121	\$3,184	\$3,247	\$3,585	\$3,958	\$4,370	\$5,328								
Cable TV	Cable TV		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
Interest Income	Interest Income	\$1,000	\$1,000	\$1,020	\$1,040	\$1,061	\$1,082	\$1,195	\$1,319	\$1,457	\$1,776								
Internet Access Fees	Internet Access Fees		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
Garage/Parking	Garage/Parking		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
Commercial space	Commercial space		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								
Other:	OTHER:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0								

\$32,800	\$0	\$0	\$0	##	\$0	SUB-TOTAL OTHER REVENUE	\$32,800	\$33,456	\$34,125	\$34,808	\$35,504	\$39,199	\$43,279	\$47,783	\$58,248
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Gross Income:	\$2,281,000	\$2,326,620	\$2,373,152	\$2,420,615	\$2,469,028	\$2,726,006	\$3,009,731	\$3,322,986	\$4,050,702
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applies to unit rents and service revenue, laundry, deposits, cable tv, interest income, internet	less Res Vacancy Rate	5.0%	(\$114,050)	(\$116,331)	(\$118,658)	(\$121,031)	(\$123,451)	(\$136,300)	(\$150,487)	(\$166,149)	(\$202,535)
applies to garage/parking & commercial space	less Comm Vacancy Rate	25.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
identify what vacancy factor applies to OTHER factor listed in Other revenue	less OTHER Vacancy Rate	6.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Effective Gross Income:	\$2,166,950	\$2,210,289	\$2,254,495	\$2,299,585	\$2,345,576	\$2,589,706	\$2,859,245	\$3,156,837	\$3,848,167
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HOUSING OPERATING BUDGET - INCOME

Project Name: 27th & Ferguson - Workforce Site **Date:** 10/31/2020 **Pro Forma Type:** Initial Application

Actual Multifamily Tax Subsidy Incomes 2020

Site: A	County: DOUGLAS	<i>pick from drop down</i>
Site: B	County: GRANT	<i>pick from drop down</i>
Site: C	County: DESCHUTES	<i>pick from drop down</i>
Site: D	County: GILLIAM	<i>pick from drop down</i>
Site: E	County: HARNEY	<i>pick from drop down</i>
Site: F	County: JEFFERSON	<i>pick from drop down</i>

Income Inflation Rate: 2.00% *if you change this income inflation rate from it's default (2%) you must support it in your narrative*

Please Note: If this project is currently under OHCS program rent restrictions, and OHCS approved rents are lower than proposed in this proforma please contact your Loan Officer to discuss. Approval of the development and operating budgets does not guarantee an increase to current OHCS approved rents.

select from drop down

Project site:	Unit Size	Afford-able vs Market	Unit Type (BDR/MGR)	# of Baths	Square Feet / Unit	Median Income %	Gross Monthly Rent Per Unit	Tenant Paid Utility Allow	Net Monthly Rent Per Unit	# of Units	years													
											1	2	3	4	5	10	15	20	25	30				
						-		-	= 0	X 12	=	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
add more units by un hiding rows																								
					Tot Res SqFt	Aff Sq Ft	Market SqFt		SUB-TOTALS		=	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
					0	0	0																	

												Total Annual Income									
site:	0	0	0	0	0	0	0	0	0	0	0	Service Revenue Total:									
Other:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

												Other Revenue Total:										
site:	0	0	0	0	0	0	0	0	0	0	0	Other Revenue Total:										
Laundry	\$28,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Laundry	\$28,800	\$29,376	\$29,964	\$30,563	\$31,174	\$34,419	\$38,001	\$41,956	\$46,323	\$51,144
Deposits on Turnover	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Deposits on Turnover	\$3,000	\$3,060	\$3,121	\$3,184	\$3,247	\$3,585	\$3,958	\$4,370	\$4,825	\$5,328
Cable TV	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Cable TV	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Interest Income	\$1,000	\$1,020	\$1,040	\$1,061	\$1,082	\$1,195	\$1,319	\$1,457	\$1,608	\$1,776
Internet Access Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Internet Access Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Garage/Parking	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Garage/Parking	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commercial space	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Commercial space	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	OTHER:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$32,800	\$0	\$0	\$0	\$0	\$0	\$0	##	\$0	\$0	\$0	SUB-TOTAL OTHER REVENUE	\$32,800	\$33,456	\$34,125	\$34,808	\$35,504	\$39,199	\$43,279	\$47,783	\$52,757	\$58,248

Gross Income:	\$32,800	\$33,456	\$34,125	\$34,808	\$35,504	\$39,199	\$43,279	\$47,783	\$52,757	\$58,248
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applies to unit rents and service revenue, laundry, deposits, cable tv, interest income, internet	less Res Vacancy Rate	7.0%	(\$2,296)	(\$2,342)	(\$2,389)	(\$2,437)	(\$2,485)	(\$2,744)	(\$3,030)	(\$3,345)	(\$3,693)	(\$4,077)
applies to garage/parking & commercial space	less Comm Vacancy Rate	25.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
identify what vacancy factor applies to OTHER factor listed in Other revenue	less OTHER Vacancy Rate	0.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Effective Gross Income:	\$30,504	\$31,114	\$31,736	\$32,371	\$33,019	\$36,455	\$40,249	\$44,439	\$49,064	\$54,170
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Foundation for Affordable Housing
384 Forest Avenue, Suite 14
Laguna Beach, California 92651
949-443-9101 voice/949-443-9133 fax
www.ffah.org

November 5, 2021

CITY OF BEND AFFORDABLE HOUSING COMMITTEE

710 NW Wall Street
Bend, OR 97703

Ladies and Gentlemen:

On behalf of the Foundation for Affordable Housing, Inc. (“**FFAH**”), I am writing in support of the application made by Related Northwest (“**Related**”) for the Ferguson Road At SE 27th Street Affordable Workforce Housing Proposal (the “**Project**”). The Project will provide a substantial number of affordable workforce housing units across nine acres and in close proximity to schools and parks. As a nonprofit that strives to provide affordable housing to low-income individuals and families, we have partnered with the Related Companies in pursuing that goal across the country. We believe that Related is a true leader in developing vibrant affordable housing and know that the Related Northwest team is dedicated to expanding affordable housing in Bend and providing vibrant housing options for low-income individuals and families.

Established over 30 years ago and headquartered in Bend and Laguna Beach, CA, FFAH has seen first-hand the challenges of providing affordable housing in Bend. Related has taken the time to learn more about the needs of our community and has worked extensively with us in evaluating those challenges and working to expand affordable housing in the community. By approaching development from a community-first perspective, we believe that Related will be a true and sincere partner to the City of Bend, with the best interests of the City and the community in mind at all times, as the City works to overcome the challenge of providing affordable housing to the community.

Related’s application for the Project will make a significant impact in our community, leveraging outside sources of funding and bringing about economic opportunity and stability to low-income individuals and families. We understand that the lack of available housing options is a barrier to diversifying and strengthening Central Oregon’s economy and, in increasing affordable housing stock in the City, Related hopes to help families remain in Bend and to help Bend continue to thrive.

We wholeheartedly support Related’s application for the Project and look forward to working with Related and with you to increase the supply of quality affordable housing in Bend.

Sincerely,

Darrin Willard, President
Foundation for Affordable Housing, Inc.



November 2, 2020

City of Bend Affordable Housing Committee
710 NW Wall Street
Bend, OR 97703

City of Bend Affordable Housing Committee:

I am writing in support of Related Northwest application for the NE 27th and Mary Rose Place affordable housing proposal. This project proposes 220 housing units with proximity to essential services and community assets. The most common housing problem in Bend is availability of affordable rental housing.

As one of the largest private employers in Bend, and the largest tech employer in Central Oregon, G5 is well aware of the how affordable housing can lead to improvements in a local economy. Adding affordable housing stock, especially housing that is available to low wage earning working families will allow us to attract and retain employees comparable to other regions. We understand, first hand that the lack of available housing options is a barrier to diversifying and strengthening Central Oregon's economy. Critically important to our workforce is the ability to live and work in the same community.

Related is one of the most prominent privately-owned real estate firms in the United States and is a fully integrated industry leader with experience in virtually every aspect of development, acquisitions, management, finance and marketing and sales. Related has more recently expanded into the Northwest with four communities underway in the State of Oregon. Related's proposed Bend project will mark their first Central Oregon project and will address highly needed workforce housing. Related is well known for creating high quality housing and partners with local organizations that bring a suite of services that support the well-being and stabilization for Bend's most vulnerable residents.

We support this project and look forward to Related Northwest entry into the market to assist the our very dedicated and superb affordable housing developers with enhancing the supply of affordable housing in Bend.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dan Hobin', with a long horizontal stroke extending to the right.

Dan Hobin
CEO



November 5, 2021

RE: NE 27th and Ferguson
Affordable Housing Proposal
Bend, Oregon

To Whom it May Concern,

I am a long-time resident, and business owner in the City of Bend. Over the last fifteen years I have served on many City Committees including the City Manager appointed Building and Development Committee and Co-Chair of the SewerInfrastructure Advisory Group (SIAG) and Chair of the Bend Chamber.


I am writing in support of Related Northwest application for the NE 27th and Mary Ferguson affordable housing proposal. This project proposes a significant number of housing units with proximity to essential services and community assets. The most common housing problem in Bend is availability of affordable rental housing. Rent burden, the result of the housing shortage, is a significant factor in the composition of housing problems in Bend and is exacerbated by the cyclical nature of employment in the service and leisure industries. I am an advocate for affordable housing, especially housing that increase the supply of affordable rental housing that is available to low wage-earning working families and seniors.

I am very familiar with Related Northwest and regard them as one of the most prominent privately-owned real estate firms in the United States with experience in virtually every aspect of development, acquisitions, management, finance and marketing and sales. Related has acquired and developed affordable communities along the West Coast for more than 30 years, completing more than 16,000 units of affordable housing with an additional 1,300 affordable units in predevelopment.

I support this project and look forward to Related Northwest entry into the market and the utilization of their experience toward enhancing the supply of affordable housing in Bend.

Please let me know if you have any questions or require additional information.

Respectfully,



Stephen J Galash
President

Note to all applicants/respondents: This form was developed with Nuance, the official HUD software for the creation of HUD forms. HUD has made available instructions for downloading a free installation of a Nuance reader that allows the user to fill-in and save this form in Nuance. Please see <http://portal.hud.gov/hudportal/documents/huddoc?id=nuancereaderinstall.pdf> for the instructions. Using Nuance software is the only means of completing this form.

Affirmative Fair Housing Marketing Plan (AFHMP) - Multifamily Housing

**U.S. Department of Housing and Urban Development
Office of Fair Housing and Equal Opportunity**

OMB Approval No. 2529-0013
(exp.1/31/2021)

1a. Project Name & Address (including City, County, State & Zip Code) 27th & Ferguson TBD Bend, Oregon Deschutes County	1b. Project Contract Number TBD	1c. No. of Units 200
1d. Census Tract 19.02		
1e. Housing/Expanded Housing Market Area Housing Market Area: Bend, OR Expanded Housing Market Area: Deschutes County		

1f. Managing Agent Name, Address (including City, County, State & Zip Code), Telephone Number & Email Address
 Quantum Residential, Inc / 601 E 16th St. #100 Vancouver, WA 98663 / 360.696.9000 / info@qresinc.com

1g. Application/Owner/Developer Name, Address (including City, County, State & Zip Code), Telephone Number & Email Address
 Related Northwest / 208 SW First Avenue Suite 240 Portland, OR 97204 / Multnomah County / 510.882.6362

1h. Entity Responsible for Marketing (check all that apply)
 Owner Agent Other (specify) _____
 Position, Name (if known), Address (including City, County, State & Zip Code), Telephone Number & Email Address
 Regional Portfolio Manager / 601 E 16th St. #100 Vancouver, WA 98663 / Clark County / 360.696.9000 / info@qresinc.com

1i. To whom should approval and other correspondence concerning this AFHMP be sent? Indicate Name, Address (including City, State & Zip Code), Telephone Number & E-Mail Address.
 Compliance Director Margaret Campbell / 601 E 16th St. #100 Vancouver, WA 98663 / Clark County / 360.696.9000 / margaretc@qresinc.com

2a. Affirmative Fair Housing Marketing Plan
 Plan Type Date of the First Approved AFHMP:
 Reason(s) for current update:

2b. HUD-Approved Occupancy of the Project (check all that apply)
 Elderly Family Mixed (Elderly/Disabled) Disabled

2c. Date of Initial Occupancy

2d. Advertising Start Date
 Advertising must begin *at least* 90 days prior to initial or renewed occupancy for new construction and substantial rehabilitation projects.
 Date advertising began or will begin
For existing projects, select below the reason advertising will be used:
 To fill existing unit vacancies
 To place applicants on a waiting list (which currently has individuals)
 To reopen a closed waiting list (which currently has individuals)

3a. Demographics of Project and Housing Market Area

Complete and submit Worksheet 1.

3b. Targeted Marketing Activity

Based on your completed Worksheet 1, indicate which demographic group(s) in the housing market area is/are *least* likely to apply for the housing without special outreach efforts. (check all that apply)

- White American Indian or Alaska Native Asian Black or African American
 Native Hawaiian or Other Pacific Islander Hispanic or Latino Persons with Disabilities
 Families with Children Other ethnic group, religion, etc. (specify)
-

4a. Residency Preference

Is the owner requesting a residency preference? If yes, complete questions 1 through 5.
If no, proceed to Block 4b.

(1) Type

(2) Is the residency preference area:

The same as the AFHMP housing/expanded housing market area as identified in Block 1e?

The same as the residency preference area of the local PHA in whose jurisdiction the project is located?

(3) What is the geographic area for the residency preference?

(4) What is the reason for having a residency preference?

(5) How do you plan to periodically evaluate your residency preference to ensure that it is in accordance with the non-discrimination and equal opportunity requirements in 24 CFR 5.105(a)?

Complete and submit Worksheet 2 when requesting a residency preference (see also 24 CFR 5.655(c)(1)) for residency preference requirements. The requirements in 24 CFR 5.655(c)(1) will be used by HUD as guidelines for evaluating residency preferences consistent with the applicable HUD program requirements. See also HUD Occupancy Handbook (4350.3) Chapter 4, Section 4.6 for additional guidance on preferences.

4b. Proposed Marketing Activities: Community Contacts

Complete and submit Worksheet 3 to describe your use of community contacts to market the project to those least likely to apply.

4c. Proposed Marketing Activities: Methods of Advertising

Complete and submit Worksheet 4 to describe your proposed methods of advertising that will be used to market to those least likely to apply. Attach copies of advertisements, radio and television scripts, Internet advertisements, websites, and brochures, etc.

5a. Fair Housing Poster

The Fair Housing Poster must be prominently displayed in all offices in which sale or rental activity takes place (24 CFR 200.620(e)). Check below all locations where the Poster will be displayed.

Rental Office Real Estate Office Model Unit Other (specify)

5b. Affirmative Fair Housing Marketing Plan

The AFHMP must be available for public inspection at the sales or rental office (24 CFR 200.625). Check below all locations where the AFHMP will be made available.

Rental Office Real Estate Office Model Unit Other (specify)

5c. Project Site Sign

Project Site Signs, if any, must display in a conspicuous position the HUD approved Equal Housing Opportunity logo, slogan, or statement (24 CFR 200.620(f)). Check below all locations where the Project Site Sign will be displayed. Please submit photos of Project signs.

Rental Office Real Estate Office Model Unit Entrance to Project Other (specify)

The size of the Project Site Sign will be x Dimensions TBD
The Equal Housing Opportunity logo or slogan or statement will be x

6. Evaluation of Marketing Activities

Explain the evaluation process you will use to determine whether your marketing activities have been successful in attracting individuals least likely to apply, how often you will make this determination, and how you will make decisions about future marketing based on the evaluation process.

AFHMP outreach effectiveness is reviewed post lease up, annually in conjunction with waitlist purges, and with five year updates. When the percentage of applicants or current households in any outreach category falls below the lowest percentage of the same group in the Census Tract, Marketing, or Expanded Marketing area, new or additional contacts for outreach are identified, the plan is updated, and increased outreach performed.

7a. Marketing Staff

What staff positions are/will be responsible for affirmative marketing?

Marketing Director, Property Manager, Regional Portfolio Manager, Compliance Director

7b. Staff Training and Assessment: AFHMP

- (1) Has staff been trained on the AFHMP?
- (2) Has staff been instructed in writing and orally on non-discrimination and fair housing policies as required by 24 CFR 200.620(c)?
- (3) If yes, who provides instruction on the AFHMP and Fair Housing Act, and how frequently?

AFHMP training is provided by Compliance staff annually and as plans are updated.
Fair Housing Training is provided at hire, minimally annually, and through trainings as available from outside agencies.
Multiple Fair Housing Training modules are also available through the GROW program and required of all staff.

- (4) Do you periodically assess staff skills on the use of the AFHMP and the application of the Fair Housing Act?
- (5) If yes, how and how often?

Annually and in conjunction with waitlist purges, as well as during performance reviews

7c. Tenant Selection Training/Staff

- (1) Has staff been trained on tenant selection in accordance with the project's occupancy policy, including any residency preferences?
- (2) What staff positions are/will be responsible for tenant selection?

Background screening is approved or denied by a third party screening company
Compliance staff reviews and approves or denies certifications for affordable housing program eligibility

7d. Staff Instruction/Training:

Describe AFHM/Fair Housing Act staff training, already provided or to be provided, to whom it was/will be provided, content of training, and the dates of past and anticipated training. Please include copies of any AFHM/Fair Housing staff training materials.

MultiFamily Northwest - Fair Housing Fair April 13, 2021
Oregon AHMA - Fair Housing Compliance May 13, 2021
Oregon AHMA - How to Write an AFHMP June 15, 2021
Oregon AHMA - How to Implement the AFHMP June 22, 2021
In-house Quantum AFHMP training provided by Compliance Department June 24, 2021

Trainings provided to all available Regional Portfolio Managers, Property Managers, and Compliance staff

8. Additional Considerations Is there anything else you would like to tell us about your AFHMP to help ensure that your program is marketed to those least likely to apply for housing in your project? Please attach additional sheets, as needed.

Because the area data currently available lists a very high percentage of residents who identify as white, we have not included that group as least likely to apply.

9. Review and Update

By signing this form, the applicant/respondent agrees to implement its AFHMP, and to review and update its AFHMP in accordance with the instructions to item 9 of this form in order to ensure continued compliance with HUD's Affirmative Fair Housing Marketing Regulations (see 24 CFR Part 200, Subpart M). I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (See 18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Signature of person submitting this Plan & Date of Submission (mm/dd/yyyy)

DRAFT

Name (type or print)

Title & Name of Company

Compliance Director, Quantum Residential Inc.

For HUD-Office of Housing Use Only

Reviewing Official:

For HUD-Office of Fair Housing and Equal Opportunity Use Only

Approval

Disapproval

Signature & Date (mm/dd/yyyy)

Signature & Date (mm/dd/yyyy)

Name
(type
or
print)

Title

Name
(type
or
print)

Title

Public reporting burden for this collection of information is estimated to average six (6) hours per initial response, and four (4) hours for updated plans, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget (OMB) control number.

Purpose of Form: All applicants for participation in FHA subsidized and unsubsidized multifamily housing programs with five or more units (see 24 CFR 200.615) must complete this Affirmative Fair Housing Marketing Plan (AFHMP) form as specified in 24 CFR 200.625, and in accordance with the requirements in 24 CFR 200.620. The purpose of this AFHMP is to help applicants offer equal housing opportunities regardless of race, color, national origin, religion, sex, familial status, or disability. The AFHMP helps owners/agents (respondents) effectively market the availability of housing opportunities to individuals of both minority and non-minority groups that are least likely to apply for occupancy. Affirmative fair housing marketing and planning should be part of all new construction, substantial rehabilitation, and existing project marketing and advertising activities.

An AFHM program, as specified in this Plan, shall be in effect for each multifamily project throughout the life of the mortgage (24 CFR 200.620(a)). The AFHMP, once approved by HUD, must be made available for public inspection at the sales or rental offices of the respondent (24 CFR 200.625) and may not be revised without HUD approval. This form contains no questions of a confidential nature.

Applicability: The form and worksheets must be completed and submitted by all FHA subsidized and unsubsidized multifamily housing program applicants.

INSTRUCTIONS:

Send completed form and worksheets to your local HUD Office, Attention: Director, Office of Housing

Part 1: Applicant/Respondent and Project

Identification. Blocks 1a, 1b, 1c, 1g, 1h, and 1i are self-explanatory.

Block 1d- Respondents may obtain the Census tract number from the U.S. Census Bureau (<http://factfinder2.census.gov/main.html>) when completing Worksheet One.

Block 1e- Respondents should identify both the housing market area and the expanded housing market area for their multifamily housing projects. Use abbreviations if necessary. A **housing market area** is the area from which a multifamily housing project owner/agent may reasonably expect to draw a substantial number of its tenants. This could be a county or Metropolitan Division. The U.S. Census Bureau provides a range of levels to draw from.

An **expanded housing market area** is a larger geographic area, such as a Metropolitan Division or a Metropolitan Statistical Area, which may provide additional demographic diversity in terms of race, color, national origin, religion, sex, familial status, or disability.

Block 1f- The applicant should complete this block only if a Managing Agent (the agent cannot be the applicant) is implementing the AFHMP.

Part 2: Type of AFHMP

Block 2a- Respondents should indicate the status of the AFHMP, i.e., initial or updated, as well as the date of the first approved AFHMP. Respondents should also provide the reason (s) for the current update, whether the update is based on the five-year review or due to significant changes in project or local demographics (See instructions for Part 9).

Block 2b- Respondents should identify all groups HUD has approved for occupancy in the subject project, in accordance with the contract, grant, etc.

Block 2c- Respondents should specify the date the project was/will be first occupied.

Block 2d- For new construction and substantial rehabilitation projects, advertising must begin at least 90 days prior to initial occupancy. In the case of existing projects, respondents should indicate whether the advertising will be used to fill existing vacancies, to place individuals on the project's waiting list, or to re-open a closed waiting list. Please indicate how many people are on the waiting list when advertising begins.

Part 3 Demographics and Marketing Area.

"Least likely to apply" means that there is an identifiable presence of a specific demographic group in the housing market area, but members of that group are not likely to apply for the housing without targeted outreach, including marketing materials in other languages for limited English proficient individuals, and alternative formats for persons with disabilities. Reasons for not applying may include, but are not limited to, insufficient information about housing opportunities, language barriers, or transportation impediments.

Block 3a - Using Worksheet 1, the respondent should indicate the demographic composition of the project's residents, current project applicant data, census tract, housing market area, and expanded housing market area. The applicable housing market area and expanded housing market area should be indicated in Block 1e. Compare groups within rows/across columns on Worksheet 1 to identify any under-represented group(s) relative to the surrounding housing market area and expanded housing market area, i.e., those group(s) "least likely to apply" for the housing without targeted outreach and marketing. If there is a particular group or subgroup with members of a protected class that has an identifiable presence in the housing market area, but is not included in Worksheet 1, please specify under "Other."

Respondents should use the most current demographic data from the U.S. Census or another official source such as a local government planning office. Please indicate the source of your data in Part 8 of this form.

Block 3b - Using the information from the completed Worksheet 1, respondents should identify the demographic group(s) least likely to apply for the housing without special outreach efforts by checking all that apply.

Part 4 - Marketing Program and Residency Preference (if any).

Block 4a - A residency preference is a preference for admission of persons who reside or work in a specified geographic area (see 24 CFR 5.655(c)(1)(ii)). Respondents should indicate whether a residency preference is being utilized, and if so, respondents should specify if it is new, revised, or continuing. If a respondent wishes to utilize a residency preference, it must state the preference area (and provide a map delineating the precise area) and state the reason for having such a preference. The respondent must ensure that the preference is in accordance with the non-discrimination and equal opportunity requirements in 24 CFR 5.105(a) (see 24 CFR 5.655(c)(1)).

Respondents should use Worksheet 2 to show how the percentage of the eligible population living or working in the residency preference area compares to that of residents of the project, project applicant data, census tract, housing market area, and expanded housing market area. The percentages would be the same as shown on completed Worksheet 1.

Block 4b - Using Worksheet 3, respondents should describe their use of community contacts to help market the project to those least likely to apply. This table should include the name of a contact person, his/her address, telephone number, previous experience working with the target population(s), the approximate date contact was/will be initiated, and the specific role the community contact will play in assisting with affirmative fair housing marketing or outreach.

Block 4c - Using Worksheet 4, respondents should describe their proposed method(s) of advertising to market to those least likely to apply. This table should identify each media option, the reason for choosing this media, and the language of the advertisement. Alternative format(s) that will be used to reach persons with disabilities, and logo(s) that will appear on the various materials (as well as their size) should be described.

Please attach a copy of the advertising or marketing material.

Part 5 – Availability of the Fair Housing Poster, AFHMP, and Project Site Sign.

Block 5a - The Fair Housing Poster must be prominently displayed in all offices in which sale or rental activity takes place (24 CFR 200.620(e)). Respondents should indicate all locations where the Fair Housing Poster will be displayed.

Block 5b -The AFHMP must be available for public inspection at the sales or rental office (24 CFR 200.625). Check all of the locations where the AFHMP will be available.

Block 5c -The Project Site Sign must display in a conspicuous position the HUD-approved Equal Housing Opportunity logo, slogan, or statement (24 CFR 200.620(f)). Respondents should indicate where the Project Site Sign will be displayed, as well as the size of the Sign and the size of the logo, slogan, or statement. **Please submit photographs of project site signs.**

Part 6 - Evaluation of Marketing Activities.

Respondents should explain the evaluation process to be used to determine if they have been successful in attracting those individuals identified as least likely to apply. Respondents should also explain how they will make decisions about future marketing activities based on the evaluations.

Part 7- Marketing Staff and Training.

Block 7a - Respondents should identify staff positions that are/will be responsible for affirmative marketing.

Block 7b - Respondents should indicate whether staff has been trained on the AFHMP and Fair Housing Act.

Please indicate who provides the training and how frequently. In addition, respondents should specify whether they periodically assess staff members' skills in using the AFHMP and in applying the Fair Housing Act. They should state how often they assess employee skills and how they conduct the assessment.

Block 7c - Respondents should indicate whether staff has been trained on tenant selection in accordance with the project's occupancy policy, including residency preferences (if any). Respondents should also identify those staff positions that are/will be responsible for tenant selection.

Block 7d - Respondents should include copies of any written materials related to staff training, and identify the dates of past and anticipated training.

Part 8 - Additional Considerations.

Respondents should describe their efforts not previously mentioned that were/are planned to attract those individuals least likely to apply for the subject housing.

Part 9 - Review and Update.

By signing the respondent assumes responsibility for implementing the AFHMP. Respondents must review their AFHMP every five years or when the local Community Development jurisdiction's Consolidated Plan is updated, or when there are significant changes in the demographics of the project or the local housing market area. When reviewing the plan, the respondent should consider the current demographics of the housing market area to determine if there have been demographic changes in the population in terms of race, color, national origin, religion, sex, familial status, or disability. The respondent will then determine if the population least likely to apply for the housing is still the population identified in the AFHMP, whether the advertising and publicity cited in the current AFHMP are still appropriate, or whether advertising sources should be modified or expanded. Even if the demographics of the housing market area have not changed, the respondent should determine if the outreach currently being performed is reaching those it is intended to reach as measured by project occupancy and applicant data. If not, the AFHMP should be updated. The revised AFHMP must be submitted to HUD for approval. HUD may review whether the affirmative marketing is actually being performed in accordance with the AFHMP. If based on their review, respondents determine the AFHMP does not need to be revised, they should maintain a file documenting what was reviewed, what was found as a result of the review, and why no changes were required. HUD may review this documentation.

Notification of Intent to Begin Marketing.

No later than 90 days prior to the initiation of rental marketing activities, the respondent must submit notification of intent to begin marketing. The notification is required by the AFHMP Compliance Regulations (24 CFR 108.15). The Notification is submitted to the Office of Housing in the HUD Office servicing the locality in which the proposed housing will be located. Upon receipt of the Notification of Intent to Begin Marketing from the applicant, the monitoring office will review any previously approved plan and may schedule a pre-occupancy conference. Such conference will be held prior to initiation of sales/rental marketing activities. At this conference, the previously approved AFHMP will be reviewed with the applicant to determine if the plan, and/or its proposed implementation, requires modification prior to initiation of marketing in order to achieve the objectives of the AFHM regulation and the plan.

OMB approval of the AFHMP includes approval of this notification procedure as part of the AFHMP. The burden hours for such notification are included in the total designated for this AFHMP form.

**Worksheet 1: Determining Demographic Groups Least Likely to Apply for Housing Opportunities
(See AFHMP, Block 3b)**

In the respective columns below, indicate the percentage of demographic groups among the project's residents, current project applicant data, census tract, housing market area, and expanded housing market area (See instructions to Block 1e). If you are a new construction or substantial rehabilitation project and do not have residents or project applicant data, only report information for census tract, housing market area, and expanded market area. The purpose of this information is to identify any under-representation of certain demographic groups in terms of race, color, national origin, religion, sex, familial status, or disability. If there is significant under-representation of any demographic group among project residents or current applicants in relation to the housing/expanded housing market area, then targeted outreach and marketing should be directed towards these individuals least likely to apply. Please indicate under-represented groups in Block 3b of the AFHMP. **Please attach maps showing both the housing market area and the expanded housing market area.**

Demographic Characteristics	Project's Residents	Project's Applicant Data	Census Tract	Housing Market Area	Expanded Housing Market Area
% White	not yet available	not yet available	data unavailable	92.5	96.0
% Black or African American	not yet available	not yet available	data unavailable	0.6	1.0
% Hispanic or Latino	not yet available	not yet available	data unavailable	9.2	8.0
% Asian	not yet available	not yet available	data unavailable	1.8	2.1
% American Indian or Alaskan Native	not yet available	not yet available	data unavailable	0.5	2.0
% Native Hawaiian or Pacific Islander	not yet available	not yet available	data unavailable	0.0	0.5
% Persons with Disabilities	not yet available	not yet available	data unavailable	10.4	11.4
% Families with Children under the age of 18	not yet available	not yet available	data unavailable	19.8	17.0
Other (specify)					

Worksheet 3: Proposed Marketing Activities –Community Contacts (See AFHMP, Block 4b)

For each targeted marketing population designated as least likely to apply in Block 3b, identify at least one community contact organization you will use to facilitate outreach to the particular population group. This could be a social service agency, religious body, advocacy group, community center, etc. State the names of contact persons, their addresses, their telephone numbers, their previous experience working with the target population, the approximate date contact was/will be initiated, and the specific role they will play in assisting with the affirmative fair housing marketing. Please attach additional pages if necessary.

Targeted Population(s)	Community Contact(s), including required information noted above.
Families with children	Thrive Central Oregon - Sarah Mahnke Executive Director 405 SW 6th, Suite A Bend, OR 97256 541-728-1022 covo.us.org Social Service Agency providing resident referrals. Outreach 01/01/2022
Disabled	Central Oregon Veterans Outreach & Bend Shepard's House 61510 South Hwy 97 Suite 100 Bend, OR 97702 541-383-2793 covo@covo-us.org Social Service Agency providing resident referrals. Outreach 01/01/2022
Hispanic	Latino Community Association - info@latinocommunityassociation.org 2445 NE Division Street Suite 200 Bend, OR 97703 541-382-4366 Social Service Agency providing resident referrals. Outreach 01/01/2022
Black/African American	Lutheran Family Services - https://lcsnw.org/office/central-oregon/ 2330 NE Division Street, Suite 9B Bend, OR 97701 541-323-5332 Social Service Agency providing resident referrals. Outreach 01/01/2022
American Indian or Alaska Native	Confederated Tribes of Warm Springs https://warmsprings-nsn.gov/contact/ 1223 Veterans Street PO Box C Warm Springs, OR 97761 541-553-1161 Social Service Agency providing resident referrals. Outreach 01/01/2022
Asian Native Hawaiian and Pacific Islander	Central Oregon Intergovernmental Council - Outreach and Engagement Administrator 334 NE Hawthorne Avenue Bend, OR 97701 541-548-9534 dhofbauer@coic.org Service provider, outreach for resident referrals. Outreach 01/01/2022

Worksheet 4: Proposed Marketing Activities – Methods of Advertising (See AFHMP, Block 4c)

Complete the following table by identifying your targeted marketing population(s), as indicated in Block 3b, as well as the methods of advertising that will be used to market to that population. For each targeted population, state the means of advertising that you will use as applicable to that group and the reason for choosing this media. In each block, in addition to specifying the media that will be used (e.g., name of newspaper, television station, website, location of bulletin board, etc.) state any language(s) in which the material will be provided, identify any alternative format(s) to be used (e.g. Braille, large print, etc.), and specify the logo(s) (as well as size) that will appear on the various materials. Attach additional pages, if necessary, for further explanation. Please attach a copy of the advertising or marketing material.

Targeted Population(s)→ Methods of Advertising ↓	Targeted Population:	Targeted Population:	Targeted Population:
Newspaper(s)			
Radio Station(s)			
TV Station(s)			
Electronic Media	Families with children, Disabled	Hispanic, Asian, Native Hawaiian / Pacific Islander African American	Black, African American American Indian, Alaska Native
Craigslist, Qresinc.com Fair Housing Logo			
Bulletin Boards			
Brochures, Notices, Flyers	Families with children, Disabled	Hispanic, Asian, Native Hawaiian, Pacific Islander	Black, African American American Indian, Alaska Native
Posted in community, emailed to contacts, English & Spanish			
Other (specify)			

Table: ACSDP5Y2019.DP02

	Bend city, Oregon		
Label	Estimate	Margin of Error	Percent
HOUSEHOLDS BY TYPE			
Total households	38,312	±657	38,312
With own children of the householder under 18 years	7,588	±611	19.8%
DISABILITY STATUS OF THE CIVILIAN NONINSTITUTIONALIZED POPULATION			
Total Civilian Noninstitutionalized Population	93,691	±80	93,691
With a disability	9,732	±951	10.4%
WEB ADDRESS	https://data.census.gov/cedsci/table?q=1188%20NE%2027th%20Street%20Bend,%20OREGON%2097701&t=Families%20and%20Living%20Arrangements&tid=ACSDP5Y2019.DP02&hidePreview=true		

Bend, City

Race and Hispanic Origin	
White alone, percent	92.5%
Black or African American alone, percent (a)	0.6%
American Indian and Alaska Native alone, percent (a)	0.5%
Asian alone, percent (a)	1.8%
Native Hawaiian and Other Pacific Islander alone, percent (a)	0.0%
Two or More Races, percent	3.4%
Hispanic or Latino, percent (b)	9.2%

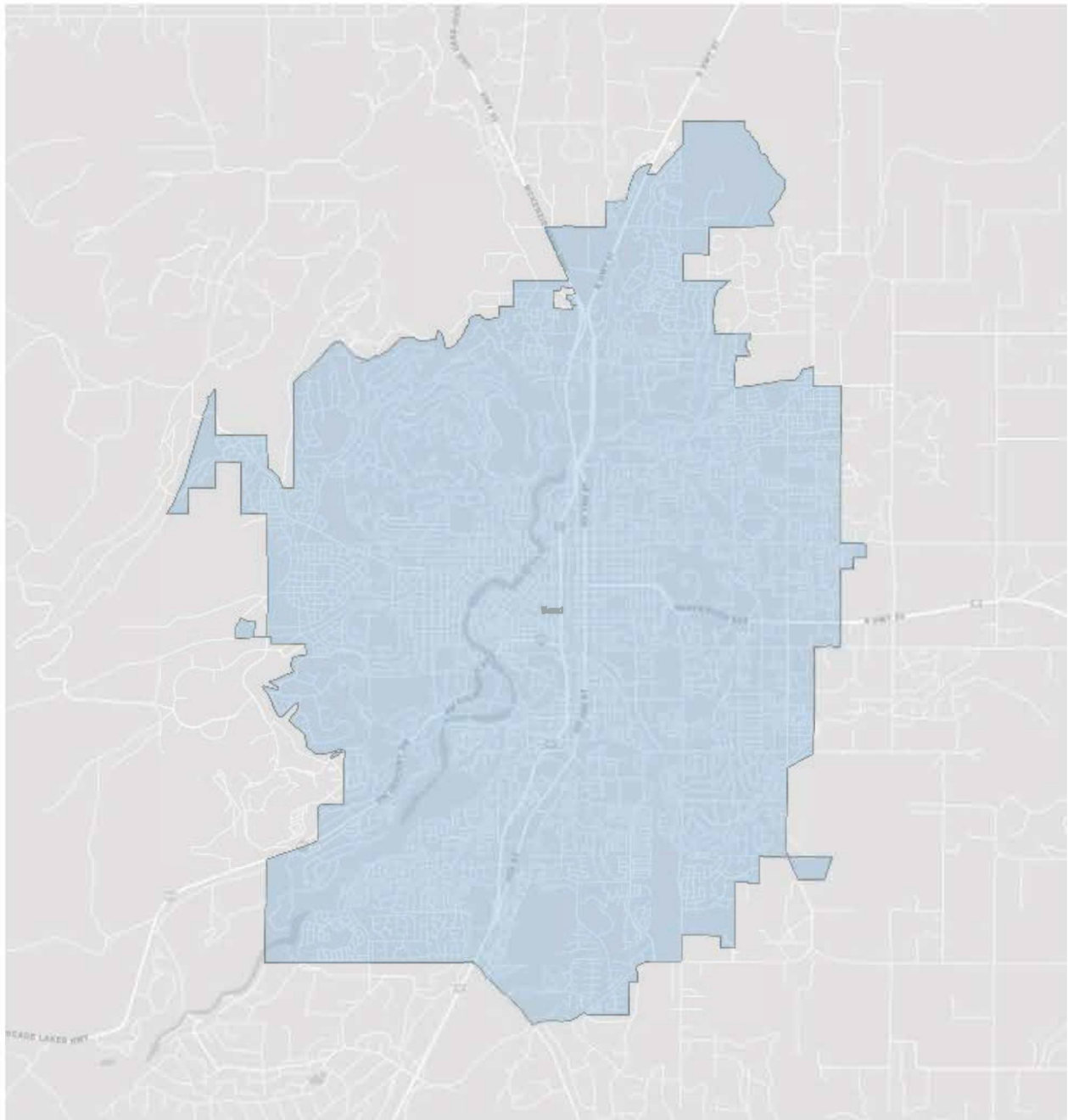
Table: ACSDP1Y2019.DP02

	Deschutes County, Oregon		
Label	Estimate	Margin of Error	Percent
HOUSEHOLDS BY TYPE			
Total households	76,528	±2,717	76,528
With own children of the householder under 18 years	12,995	±1,618	17.0%
DISABILITY STATUS OF THE CIVILIAN NONINSTITUTIONALIZED POPULATION			
Total Civilian Noninstitutionalized Population	196,991	±630	196,991
With a disability	22,482	±2,651	11.4%

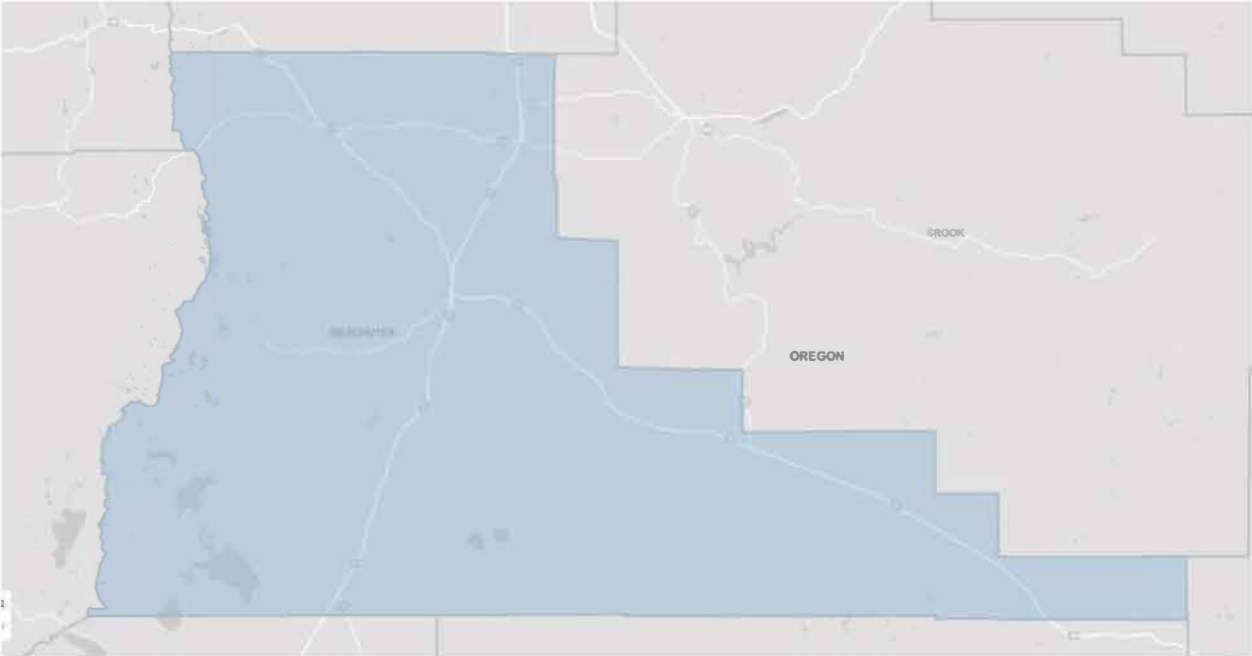
Table: ACSDP5Y2019.DP05

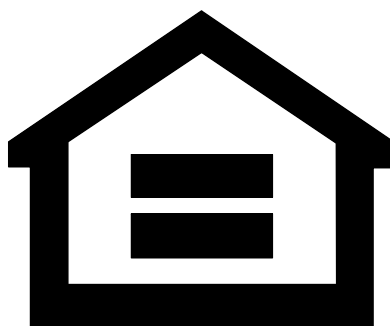
	Deschutes County, Oregon		
Label	Estimate	Percent	
RACE			
White	178,845	96.0%	
Black or African American	1,771	1.0%	
American Indian and Alaska Native	3,752	2.0%	
Asian	3,946	2.1%	
Native Hawaiian and Other Pacific Islander	889	0.5%	
Some other race	3,056	1.6%	
HISPANIC OR LATINO AND RACE			
Total population	186,251	186,251	
Hispanic or Latino (of any race)	14,853	8.0%	
https://data.census.gov/cedsci/table?q=ZCTA5%2097701%20Race%20and%20Ethnicity&g=0500000US41017&tid=ACSDP5Y2019.DP05&hidePreview=true			

Marketing Area City of Bend



Expanded Marketing Area Dechutes County





**EQUAL HOUSING
OPPORTUNITY**

**We Do Business in Accordance With the Federal Fair
Housing Law**

(The Fair Housing Amendments Act of 1988)

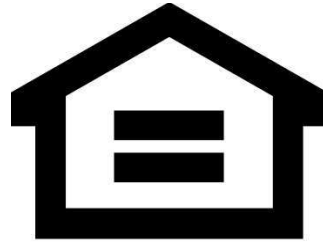
**It is illegal to Discriminate Against Any Person
Because of Race, Color, Religion, Sex,
Handicap, Familial Status, or National Origin**

- In the sale or rental of housing or residential lots
- In the provision of real estate brokerage services
- In advertising the sale or rental of housing
- In the appraisal of housing
- In the financing of housing
- Blockbusting is also illegal

Anyone who feels he or she has been discriminated against may file a complaint of housing discrimination:

1-800-669-9777 (Toll Free)
1-800-927-9275 (TTY)

**U.S. Department of Housing and
Urban Development
Assistant Secretary for Fair Housing and
Equal Opportunity
Washington, D.C. 20410**



**EQUAL HOUSING
OPPORTUNITY**
**IGUALDAD DE OPORTUNIDADES
EN LA VIVIENDA**

**Nuestras prácticas de negocios cumplen la ley federal
de equidad en la vivienda**

(Enmienda a la ley de Equidad en la vivienda de 1988)

**Es ilegal discriminar contra ninguna persona a
causa de su raza, color, religión, sexo,
discapacidad, situación familiar u origen nacional**

- En la venta o el alquiler de viviendas o lotes residenciales
- En la publicidad relacionada con la venta o el alquiler de viviendas
- En la financiación de la vivienda
- En la provisión de servicios de corredores de bienes raíces
- En la tasación de viviendas
- Las tácticas de intimidación (Blockbusting) también son ilegales

**Cualquier persona que crea que ha sido
discriminada puede presentar una reclamación
de discriminación en la vivienda:**

1-800-669-9777 (Línea gratuita)

1-800-927-9275 (TTY)

www.hud.gov/fairhousing

**U.S. Department of Housing and
Urban Development
Assistant Secretary for Fair Housing and
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Washington, D.C. 20410**