

Program Overview

Completed by mike@hfdpartners.com on 10/21/2024 11:16 AM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

Program Overview



CITY OF BEND

CITY OF BEND
AFFORDABLE HOUSING DEVELOPMENT APPLICATION

City of Bend
710 NW Wall St.
Bend, Oregon 97703
(541)323-8550
housing@bendoregon.gov

This section provides general information regarding the Affordable Housing Fund (AHF), Community Development Block Grant Fund (CDBG), and Commercial and Industrial Construction Tax (CICT) programs and the types of activities that are eligible for funding. For more detailed information on the AHF, CDBG, and CICT programs and eligible activities, please contact the City's Affordable Housing Program at housing@bendoregon.gov, or (541) 323-8550, or P.O. Box 431, 710 NW Wall Street, Bend, OR 97709 or visit the HUD website at www.hud.gov.

Objectives

Funding from these sources shall only be spent for affordable housing programs and projects evaluated pursuant to the priorities established through the City of Bend Consolidated Plan and administration of the affordable housing programs and projects. Any loan proceeds from this source shall be returned to the fund.

Eligible Proposals

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All funding from these sources must be targeted as housing opportunities for households at or below 100% of Area Median Income (AMI) for AHF funds, and at or below 80% for CDBG and CICT funds.

CDBG Proposals

Community Development Block Grant (CDBG) is authorized under Title 1 of the federal Housing and Community Development Act of 1974, as amended. The primary objective of the CDBG Program is the development of viable urban communities through:

- The provision of decent housing,
- The provision of a suitable living environment, and
- The expansion of economic opportunities.

The Community Development Block Grant Program is administered at the federal level by the Department of Housing and Urban Development (HUD).

National Objectives

Federal regulations specify that all activities undertaken using CDBG funding must meet at least one of the following national objectives:

- Benefit to low-and moderate-income persons,
- Aid in the prevention or elimination of slums or blight, or
- Meet a need having a particular urgency.

HUD considers persons below 80% AMI low-income and persons at 80% AMI moderate-income. The three national objectives are summarized below:

1. Benefit to Low- and Moderate-Income Persons

Under this objective, CDBG-assisted activities must primarily benefit low- and moderate-income persons. The income thresholds for meeting the low- and moderate-income requirement are determined by HUD. Projects funded with CDBG dollars must either:

- benefit all of the residents of a particular area, where at least 51% of the residents are low- and moderate-income,
- benefit specific populations (e.g., homeless persons, elderly persons, or persons living with HIV/AIDS), as long as 51% of those served are low- or moderate-income,
- provide or improve permanent residential structures for low- and moderate-income persons, or
- create or retain permanent jobs, at least 51% of which will be made available to or held by low- and moderate-income persons.

2. Elimination of Slum and Blight

Under this objective, CDBG-assisted activities must help to prevent or eliminate slums and blighted conditions. These activities must either:

- prevent or eliminate slums or blight in a designated area in which slums or blighted or deteriorating conditions exist,
- prevent or eliminate slums or blight on a spot basis in an area not located in a slum or blighted area, in cases where a specific condition is detrimental to public health and safety, or
- be in an urban renewal area.

3. Urgent Need

The Urgent Need category is designed only for activities that alleviate emergency conditions of recent origin that pose a serious and immediate threat to the health or welfare of the community, and for which no other sources of funding are available. An example of an eligible project under this category would be a major flood that causes serious

damage to buildings and infrastructure, thereby threatening the safety of occupants or nearby residents.

Basic CDBG Eligible Activities

In order to meet local needs within the national objectives, the CDBG Program provides a great deal of flexibility in the eligible uses of CDBG funds. According to federal CDBG regulations outlined in 24 CFR 570, the basic eligible activities include a variety of uses.

Eligible Activities Under AHF

The AHF funds can support eligible activities to include a variety of uses such as homeownership activities, rental housing activities and special needs housing including, but not limited to:

- Acquisition of real property by purchase
- Construction, reconstruction, and rehabilitation of housing
- Direct homeownership assistance to low- or moderate-income households
- Construction and permanent financing of both rental and homeownership projects
- Rehabilitation and Preservation - rehabilitation of privately owned buildings or low-income public housing

Eligible Activities Under CICT

According to the City of Bend Municipal Code Chapter 9.45, CICT funds can support the following eligible activities:

- At least 50 percent of the funds will be used for programs of the City related to housing
- The remaining funds will be used for support, services, and programs for people making up to 30 percent of area median income

Ineligible Activities

In general, activities that are not specifically identified as eligible are considered to be ineligible. The following activities are specifically identified as activities that are not eligible for the CDBG and AHF funds. Please contact the City's Affordable Housing Manager or Coordinator for more information on ineligible activities.

- Acquisition, construction, or reconstruction of buildings for the general conduct of government
- General government expenses
- Political activities
- Purchase of construction equipment, fire protection equipment, furnishings and personal properties
- Operating and maintenance expenses
- Income payments
- The purchase of gift cards
- Cash payments / grants to individuals
- Car-related expenses, including gas cards, gas vouchers, car repairs

Eligible Applicants

AHF and CICT applications will be accepted from property owners, private sector for-profit developers, certified Community Housing Development Organizations (CHDO's), government housing providers and qualified 501(c)(3) organizations. Only CHDO's, government housing providers and qualified 501(c)(3) organizations may apply for CDBG funds. Any such organizations currently under investigation regarding previously awarded federal, state, or local government funding are ineligible for assistance from the City of Bend's Affordable Housing Program.

Income Limits

Initial tenants or homeowners of AHF assisted units must have an annual household income which does not exceed 100% of the area median income for the City of Bend (adjusted for family size) and initial homeowners and tenants of CDBG assisted units must have an annual household which does not exceed 80% of the area median income for the City of Bend (adjusted for family size). The 2024- 2025 City of Bend income limits are valid from July 1, 2024 – June 30, 2025, but may be revised when limits are updated or available.

Persons Per Household	1	2	3	4	5	6	7	8
Area Median Income (AMI)	\$73,290	\$83,760	\$94,230	\$104,700	113,076	\$121,452	\$119,358	\$138,2
Moderate Income (80% AMI)	\$58,650	\$67,000	\$75,400	\$83,750	\$90,450	\$97,150	\$103,850	\$110,5
(60% AMI)	\$43,980	\$50,280	\$56,520	\$62,820	\$67,860	\$72,900	\$77,940	\$82,92
Low Income (50% AMI)	\$36,650	\$41,900	\$47,100	\$52,350	\$56,550	\$60,750	\$64,950	\$69,10
Extremely Low Income (30%)	\$22,000	\$25,150	\$28,300	\$31,400	\$33,950	\$36,450	\$38,950	\$41,45

Rent Limits

OHCS 2024 Rent Limits for HOME Projects. (Based on HUD's published Adjusted Home Income Limits)
 Please note that the 60 percent limits have been calculated in accordance with current IRS guidelines to ensure consistency between the HOME Program and the Low Income Housing Tax Credit Program.

Rent Limits	0 Bedrooms	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market	\$1,117	\$1,283	\$1,623	\$2,287	\$2,754
Low Rent Limit	\$916	\$981	\$1,177	\$1,361	\$1,518
High Rent Limit	\$1,117	\$1,256	\$1,509	\$1,735	\$1,916

Please review the following documents regarding the City of Bend Affordable Housing Development Program:
[City of Bend Policy- Affordable Housing Development Program](#)

[City of Bend Policy- Loans and Grants](#)
[504 Self-Evaluation Checklist](#)

I have downloaded and read the above documents.

A. Applicant Information

Completed by mike@hfdpartners.com on 10/21/2024 11:19 AM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

A. Applicant Information

Please provide the following information.

ORGANIZATION INFORMATION

A.1. Organization Name

Home First Development

A.2. Organization Address

4351 SE Hawthorne Blvd Portland, OR 97215

A.3. Executive Director Full Name

Ben Pray

A.4. Executive Director Email Address

ben@hfdpartners.com

PROJECT INFORMATION

A.5. Project Name

Bend Atwood Apartments

A.6. Project Location

Ponderosa Street & Atwood Drive Bend, OR 97702

CONTACT PERSON INFORMATION

A.7. Contact Full Name

Mike Boyer

A.8. Contact Title

Vice President of Development

A.9. Contact Address

4351 SE Hawthorne Blvd Portland, OR 97215

A.10. Contact Phone Number

(503) 559-2565

A.11. Contact Email Address

mike@hfdpartners.com

A.12. Board President Name

Not Applicable

A.13. Board President Email Address

notapplicable@

B. Organization Information

Completed by mike@hfdpartners.com on 10/28/2024 9:54 AM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

B. Organization Information

Please provide the following information about your organization:

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

Home First Development (HFD) is a mission-driven developer focused on creating high-quality, affordable housing in the Pacific Northwest. With a commitment to providing efficient and effective development solutions, HFD partners with public, private, and social investors to ensure access to affordable homes for all. We have extensive experience working in both rural and urban communities, leveraging a diverse range of funding sources to serve residents across a broad range of income levels.

Our services encompass the entire development process, including pre-development planning, financing strategies, design and permitting, construction management, and asset management. HFD works with a consistent and highly skilled team of third-party professionals, lenders, investors, and community partners to create adaptable, scalable housing solutions that are efficient, iterative, and responsive to community needs.

As a Certified B Corporation, HFD is committed to achieving positive social and environmental outcomes through our projects. This certification highlights our dedication to providing sustainable housing for underserved communities while operating with transparency, accountability, and a strong focus on the well-being of all stakeholders.

To date, HFD has successfully developed more than 1,500 affordable housing units across Oregon, with an additional 500 units currently in our development pipeline. Our development team has a proven track record of delivering projects on time and within budget, demonstrating our ability to collaborate effectively and consistently. With extensive experience in real estate finance, we also have the balance sheet strength to secure investments, meet lender requirements, and ensure ongoing financial stability.

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.

Home First Development (HFD) has demonstrated exceptional financial stability and capacity, particularly in managing and successfully completing large-scale affordable housing projects. The Financing Team at HFD has extensive experience in securing and managing various funding sources, including Local Innovation and Fast Track (LIFT) funding and other sources such as 4% Low-Income Housing Tax Credits (LIHTC), bank financing, and deferred developer fees. This track record highlights the team's capability to navigate complex funding structures while delivering high-quality affordable housing projects on time and within budget.

The proposed capital stack for the Bend Atwood Apartments is straightforward, comprising OHCS ORCA Funding, deferred developer fees, and bank financing, which simplifies the financing process. The absence of federal funding allows the team to expedite due diligence and move efficiently toward construction, which is expected to begin in Q2 2025.

Home First's financing team is led by Ben Pray, with over 20 years of experience in managing development budgets totaling more than \$450+ million. The team is further strengthened by Due Diligence Manager Colleen Osborn, Chief Operating Officer Will Harris, and VP of Development Mike Boyer, who has successfully managed government relations, grant applications, and compliance with various funding programs. The team also benefits from the strategic guidance of Financing Consultant Darcy Vincent, who has extensive expertise in HUD, HOME, and tax credit financing products.

B.3. Key Personnel Assigned to Project:

Name	Job Title	Qualifications	FTE Hours
Ben Pray	CEO	Ben Pray has over 20 years of experience in government, non-profit, and real estate development sectors. Throughout his career, Ben has successfully managed complex loan programs, implemented new government policies, directed community outreach campaigns, and overseen development budgets totaling more than \$450,000,000.	0.25
Mike Boyer	VP of Development	Vice President of Development Mike Boyer has more than ten years of experience in government relations and fundraising for Home First. Mike has successfully secured and managed funding through programs that include the Local Innovation and Fast Track (LIFT) program, Oregon Housing and Community Services Veterans and Families Housing Assistance Program (VGHAP), Oregon Housing and Community Services Mental Health Funds, Metro Bond Funds, Portland Housing Bureau (PHB), OHCS Multifamily Energy Program, and Meyer Memorial Trust	0.25

		grants, among others.	
Alex Reff	Director of Construction	Construction Director Alex Reff to ensure our projects remain on schedule and budget. With over 12 years of industry experience, Alex has been the project manager for large-scale developments, including the Intel Campus in Hillsboro, OR, the City of Bend Surface Water Improvement Facilities, Laika Entertainment Expansion, Nike World Headquarters Campus expansion, and numerous others. Alex provides Home First with additional capacity and expertise to ensure all developments are managed efficiently and to the highest industry standards.	0.25
Jennifer Huang	Construction Manager	Jennifer possesses extensive experience in construction management and architectural project management and interfaces with contractors, jurisdictions, and professionals on a daily basis to achieve Home First's design and construction goals. Huang has a bachelor's degree in architecture from Smith College and both a master's degree and an ecological design certificate in architecture from the University of Oregon.	0.25
Leah Halstead	Asset Manager	Jennifer possesses extensive experience in construction management and architectural project management and	0.25

		<p>interfaces with contractors, jurisdictions, and professionals on a daily basis to achieve Home First’s design and construction goals. Huang has a bachelor’s degree in architecture from Smith College and both a master’s degree and an ecological design certificate in architecture from the University of Oregon.</p>	
Will Harris	COO	<p>A U.S. Army Veteran, Will has more than 25 years of knowledge building and managing resources to support vulnerable populations. His CFO experience built a small Portland nonprofit from annual budgets of less than \$50,000 a year to more than \$10,000,000, helping thousands of people find permanent housing.</p>	0.25
Colleen Osborn	Development Associate	<p>With a diverse development experience that includes work at a civil engineering firm and in property management. Colleen’s coordination of complex pre-development processes and multi-family leasing informs her ability to oversee due diligence and asset management for Home First Development. As a detail-oriented, efficient, and skilled communicator, Colleen helps our partners execute closings, conversion, and compliance.</p>	0.25
			2

C. Project Description

Completed by mike@hfdpartners.com on 10/28/2024 11:13 AM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

C. Project Description

Please provide a brief description of the following:

C.1. Amount Requested:

\$1,441,000.00

C.2. In one or two sentences, describe what the requested funds will be used for.

These funds will be used to support the development of the Bend Atwood Apartments and ensure that amenity upgrades are implemented to enhance the overall quality of life for all residents.

C.3. Total number of units to be developed:

98

C.4. Number of accessible units:

32

C.5. Number of Affordable Units:

98

C.6. Number of market rate units:

0

C.7. Describe the need or problem your project will address.

The City of Bend has an affordable housing problem. Our project will provide 98 units of affordable housing to the City of Bend's most vulnerable residents. We have learned that housing affordability in Central Oregon is a barrier impacting individual and household well-being, business and economic development, transportation patterns, public health, and other aspects of the region. High housing costs limit the ability of workers to move to the area or to live within a reasonable commute to their jobs.

According to American Community Survey estimates, 25.5% of Bend's renters were severely rent-burdened and had difficulty paying for their housing each month. Bend is considered a "severely rent-burdened" city, as more than a quarter of its residents meet this description. The Council for Community and Economic Research rates Bend's overall cost of living as 33% higher than the national average and the cost of housing as 101% the national average.

Oregon has a troubled history when it comes to housing for individuals with IDD. Individuals with disabilities have been stigmatized, confined to institutions, and isolated from society. The lack of affordable housing constitutes a crisis for those desiring to live independently but still needing support services and rental assistance. Without affordable and accessible options, many individuals with IDD who wish to live independently may be unable to find a home or face homelessness.

C.8. 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.

Bend Atwood Apartments will serve families, seniors, and individuals with intellectual and developmental disabilities (I/DD). 80% of units will be income-restricted at 60% AMI and 20% at 30% AMI. This development will significantly boost the local supply of affordable housing in Bend. Additionally, we will incorporate referral set-asides for our partner, Advocates for Life Skills and Opportunity (ALSO), to address the specific housing needs of I/DD individuals who face additional barriers. We have intentionally placed 1BR units on our buildings' ground floor(s) so that these units can be set aside for seniors and individuals with mobility challenges earning 30% of AMI.

ALSO is committed to providing comprehensive services to individuals with I/DD. These include asset-building workshops, employment services, residential and supported living services, children's support services, a community arts program, and eviction prevention services. By prioritizing individual choice and empowerment, ALSO ensures that people with I/DD have a spectrum of housing options and the support needed to lead fulfilling lives.

Our resident services partner, CCH, will deliver their Healthy Homes program. Cornerstone's service model is based on the fact that a quality, dignified, affordable place to call home is one of the most effective ways to deliver services and support to people in need. By reducing barriers to care and coordinating on-site services that address the social determinants of health, resident services can help change the trajectory for our communities' most vulnerable populations.

C.9. 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 Bend Atwood Apartments address the pressing need for affordable, accessible housing in Southwest Bend, particularly for individuals with intellectual and developmental disabilities (I/DD), seniors, and families. Housing affordability in Central Oregon has become a significant barrier, with many low-income households unable to find stable homes.

This development stands out by dedicating units for individuals with I/DD, a population often underserved in the area. These units are fully accessible, and residents will benefit from specialized support through Advocates for Life Skills and Opportunity (ALSO). This focus on I/DD support is a crucial addition not commonly found in other local affordable housing projects.

The project also offers comprehensive resident services provided by Cornerstone Community Housing (CCH) and ALSO, including employment assistance, housing stability programs, and community-building activities. This holistic, trauma-informed approach ensures residents have the support they need to maintain stability and thrive.

Bend Atwood's design also incorporates sustainability through Earth Advantage Gold certification, solar readiness, and EV charging infrastructure, ensuring long-term energy efficiency. Universal design principles are integrated throughout the playground, community spaces, and apartments, enhancing accessibility for individuals of all abilities.

With 52 three-bedroom units, this project also meets the needs of larger families, a demographic often overlooked in affordable housing developments. Additionally, the co-located daycare facility will provide critical early childhood education and care services for working families, addressing a known gap in the community.

While Bend has seen other affordable housing developments, Bend Atwood Apartments offer a unique combination of

deeply affordable housing, accessibility, comprehensive services, and family-friendly amenities that are not currently available in the region.

C.10. Describe the ways in which your project will have a long-term impact on the need or problem being addressed.

The Bend Atwood Apartments will have a significant long-term impact on addressing the region's affordable housing shortage, especially for low-income families, seniors, and individuals with intellectual and developmental disabilities (I/DD). By providing 98 income-restricted units, the project directly tackles the housing affordability crisis in Bend, offering stable, affordable homes to those most in need.

One of the key long-term impacts is the project's ability to provide permanent housing solutions for individuals with I/DD, a population that faces significant barriers in securing accessible, affordable homes. The partnership with Advocates for Life Skills and Opportunity (ALSO) ensures that these residents will receive ongoing, specialized support services, allowing them to live independently while still accessing the care they need. This is critical in promoting long-term housing stability and reducing the risk of homelessness among vulnerable populations.

The project's sustainability features, such as Earth Advantage Gold certification, solar readiness, and EV charging infrastructure, contribute to its long-term viability and environmental stewardship. These energy-efficient design elements reduce operational costs for both the property and its residents, ensuring affordability over time. In addition, the inclusion of native landscaping and low-maintenance flora supports local biodiversity, contributing to the long-term health of the surrounding environment.

By incorporating universal design and providing comprehensive resident services through Cornerstone Community Housing, the project creates a healthy, supportive living environment that promotes community integration and individual well-being. Services like employment assistance, housing stability programs, and community-building activities ensure that residents have access to the resources they need to maintain long-term stability and improve their quality of life.

C.11. Describe your organization's plan for evaluating the progress of the project toward addressing the identified need or problem.

Evergreen Community Partners will provide overarching service coordination and evaluation of services. This will include: 1. Convening regular meetings with our service providers ALSO and Cornerstone Community Housing in assessing program effectiveness and success. 2. Evergreen Community Partners will coordinate with ALSO and Cornerstone Community Housing to collect service provision data through quarterly reporting and yearly resident surveys to determine if service models are meeting the needs of residents. 3. Yearly analysis of occupancy totals and any evictions performed, to compare these against the state and PSH averages, and viewed through an equity lens will be an important determinant of evaluation.

Evergreen Community Partners will also track all quarterly service outcomes and outputs, including service requests, responses to lease violation notices, attendance at on-site events, amounts received in leveraged resources through donation requests, and volunteer utilization at the property. At year's end, specific service utilization data by race/ethnicity is also pulled. They are goal-oriented with clear and measurable outcomes that Cornerstone tracks regularly and utilize to improve their efforts continually. Through these efforts, the effectiveness of resident services can be assessed and service trends can be monitored over time.

C.12. 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:

OHCS funding requires a 30-year affordability period for this development. Home First's intent is for the property to

remain affordable in perpetuity.

C.13. Describe your organization's collaborations with other agencies, including those that serve protected classes under the Fair Housing Act. Briefly explain your organization's history with these agencies, including any measurable outcomes in the last 12 months. What are your expected outcomes for this project?

Home First Development has a strong history of collaborating with agencies that serve protected classes under the Fair Housing Act, including individuals with disabilities, seniors, and communities of color. We partner with trusted organizations such as Advocates for Life Skills and Opportunity (ALSO) and Cornerstone Community Housing (CCH), both of which have decades of experience providing culturally responsive and trauma-informed services to vulnerable populations.

ALSO has been a key partner in supporting individuals with intellectual and developmental disabilities (I/DD), helping to provide stable housing and wraparound services. Over the past year, ALSO has housed over 300 individuals across nine counties in Oregon, significantly improving housing stability and quality of life for those they serve. By integrating their support services into the Bend Atwood Apartments, we expect similar positive outcomes, particularly in reducing homelessness and promoting independent living for individuals with I/DD.

CCH has a long-standing track record of providing resident services focused on housing stability, asset building, and community integration. Over the last 12 months, CCH has expanded its Healthy Homes program, serving thousands of residents across multiple affordable housing properties in Oregon. Their culturally informed services help residents—particularly communities of color—achieve better health outcomes, greater financial stability, and stronger community connections.

In Bend, we have engaged with local partners like Central Oregon FUSE, which provides services to chronically homeless individuals, and community-based organizations like Latino Community Association, which focuses on empowering Latino families. These partnerships help us ensure that the needs of protected classes, including racial minorities and individuals with disabilities, are addressed effectively.

For the Bend Atwood Apartments, we anticipate the following outcomes: Increased housing stability: By offering 98 units of affordable housing with comprehensive resident services, we expect a significant reduction in housing instability for individuals and families. Improved quality of life: Through CCH's Healthy Homes program and ALSO's specialized support, residents will experience better health, financial stability, and overall well-being. By working with culturally specific organizations, we will ensure fair and equitable access to housing for protected classes.

C.14. If your project will include accessible units, please describe the planned design elements for accessibility, and reference industry design standards you plan to use. Describe how your organization will market the units.

The Bend Atwood Apartments will include a variety of accessible units designed to meet or exceed ADA standards and incorporate universal design principles, ensuring full access and usability for individuals with mobility challenges and other disabilities. Fully accessible units will feature step-free entrances, wide doorways, accessible kitchens with roll-under sinks and appropriately placed appliances, and accessible bathrooms with roll-in showers, grab bars, and slip-resistant flooring. Additionally, the units will have lower light switches and raised electrical outlets for ease of use, along with enhanced wayfinding signage for individuals with visual impairments. Type B adaptable units will also be included, offering features such as reinforced walls in bathrooms for future installation of grab bars and adjustable shelving, allowing for easy conversion into fully accessible units when needed.

Incorporating universal design elements throughout the development, the project will include a playground, outdoor seating areas, and raised garden beds designed for individuals of all abilities. Automatic doors and accessible mail

pavilions will further enhance accessibility. The project will adhere to ADA guidelines, the Fair Housing Act's accessibility requirements, and universal design principles while meeting Earth Advantage Gold standards for sustainability, ensuring both functionality and energy efficiency.

To market the accessible units, Home First Development, in collaboration with Advocates for Life Skills and Opportunity (ALSO), will engage in targeted outreach to disability service providers and advocacy groups, such as the Central Oregon Disability Support Network. This will include direct referrals, culturally specific and inclusive marketing materials in English and Spanish (with alternative formats such as Braille upon request), and online and community-based events to reach potential residents. By focusing on accessible design and targeted marketing, the Bend Atwood Apartments will ensure that individuals with disabilities can easily access comfortable, functional, and affordable housing that promotes long-term stability.

D. Property and Project Information

Case Id: 30307
Name: Home First Development - 2025
Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

Completed by mike@hfdpartners.com on 10/28/2024 12:41 PM

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 proposed site for the Bend Atwood Apartments is a vacant parcel located in the Southwest Bend neighborhood. The site is part of a larger master plan development and is currently undeveloped, with no existing commercial or residential structures. As a vacant parcel, the land is free from any current occupants, and there are no structures that need to be demolished.

Regarding site improvements, all off-site infrastructure, including utility connections and public access roads, will be completed by the master plan developer. The land itself will require grading to prepare for the construction of the five garden-style walk-up buildings, but there are no significant grading challenges identified at this time.

There are no known critical habitats, wetlands, rivers, or streams immediately on or adjacent to the property. Additionally, the site does not have any known historical significance, nor are there structures 50 years or older on or near the property that would be affected by the development. This allows the Bend Atwood Apartments project to move forward without concerns related to environmental preservation or historical site considerations.

Please attach a map showing the project's location:

Map of Project Location

Bend Vicinity Map.pdf

Preliminary Title Report.pdf

D.2. Property Legal Description

Approximately 11 acres of land located at the corner of Highway 97, Ponderosa Street and Rocking Horse Drive, Bend, Oregon (See Exhibit A in attached Purchase and Sale Agreement)

LEGAL DESCRIPTION

A tract of land located in the Northeast Quarter (NE1/4) of Section Nineteen (19), Township Eighteen (18) South, Range Twelve (12), East of the Willamette Meridian, Deschutes County, Oregon, adjacent to the West sideline of U.S. Highway 97 right of way and the North section line of Section 19, more particularly described as follows:

Beginning at a 1" iron bar located on the Section 19, Township 18 South, Range 12, East of the Willamette Meridian, Deschutes County, Oregon, North line and the West sideline right of way of U.S. Highway 97, whence the Northeast corner of said Section 19 bears North 89°26'33" East, 78.22 feet; thence South 26°48'45" West, 1102.20 feet along said Highway 97 right of way to a 1" iron bar; thence South 89°26'33" West, 1526.75 feet parallel to the North line of said Section 19 to a 1" iron bar; thence North 00°33'27" West, 978.82 feet to a 1" iron bar; thence North 89°26'33" East, 2033.47 feet along the North line of Section 19, Township 18 South, Range 12, East of the Willamette Meridian, Deschutes County, Oregon, to the place of beginning.

EXCEPT a portion of land located in the Northeast Quarter of the Northeast Quarter (NE1/4NE1/4), described as follows:

Beginning at a point South 89°26'33" West, 187.56 feet from the Northeast corner of said Section 19; thence along the North boundary of Section 19, South 89°26'33" West, 188.50 feet; thence South 72°00' East, 205.00 feet to an existing fence line; thence North 5°41' West, 65.00 feet along said fence to the point of beginning.

ALSO EXCEPT that portion conveyed to the State of Oregon, by and through its State Highway Commission, recorded July 5, 1966, in Book 149, Page 285, Deed Records.

EXCEPT that portion conveyed to Deschutes County by Bargain and Sale Deed, recorded January 6, 1971, in Book 173, Page 750, Deed Records.

ALSO EXCEPTING therefrom that portion conveyed to Deschutes County by Bargain and Sale Deed, recorded June 1, 1971, in Book 176, Page 161, Deed Records.

ALSO EXCEPTING therefrom that portion conveyed to the State of Oregon, Department of Transportation, Highway Division, recorded March 14, 1988, in Book 159, page 2784, Deschutes County Records.

D.3. Site Condition

Vacant (NOT previously disturbed)

D.4. Property Owner

Ponderosa Pine Estates LLC

Upload supporting documentation



Property Legal Description

Site Control_ORCA2024_Bend.pdf

D.5. Parcel Size (Acres)

11

D.6. Site Control Status

Under Contract/Option to Purchase

If Under Contract/Option to Purchase enter expiration date:

09/30/2026

If Leased, enter expiration date:

Notes – additional information

ZONING AND SITE PLAN STATUS

D.7. Site zoning

MIX OF RH, MN, & CL

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.

05/01/2025

SERVICES TO SITE

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

D.10. Street access

Yes

D.11. Gas

No

Provide an expected completion date OR an explanation if not anticipated

Not applicable - the project will not use gas.

D.12. Electric

Yes

D.13. Water

Yes

D.14. Sanitary sewer

Yes

D.15. Storm sewer

Yes

E. Work Program

Completed by mike@hfdpartners.com on 10/28/2024 10:37 AM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

E. Work Program

The CDBG program year begins 7/1/2025 and ends 6/30/2026. The AHF and CICT program year begins approximately 4/1/2025 and ends 12/31/2026. Please provide the following information

E.1. Anticipated Start Date:

04/01/2025

E.2. Anticipated Completion Date:

12/31/2026

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

Task	Start Date	End Date
Zoning Approval	06/01/2024	06/01/2024
Building Permits Application Submitted	12/01/2024	10/01/2024
Building Permits Approved	05/16/2025	05/16/2025
Begin Construction / Financial Closing	06/02/2025	06/02/2025
Construction Completed	09/01/2026	09/01/2026
Plans Complete	11/15/2024	11/15/2024

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

Completed by mike@hfdpartners.com on 10/22/2024 10:47 AM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

F. Project Benefit

Please provide a brief description of the following:

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

98

F.2 Estimate the number of households to be served, by income level.

< 30% AMI	31 - 50% AMI	51 - 80% AMI	> 81% AMI
20		78	<input type="checkbox"/>

F.3 Estimate the number of households to be served, if known.

Elderly (aged 62+)	Persons with Disabilities	Female Head of Household	Veteran
15	15		

G. Financial Information

Completed by mike@hfdpartners.com on 10/28/2024 12:54 PM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

G. Financial Information

Please also provide the following financial information:

G.1. Provide 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

Bend Atwood Proforma 10.28.24.xlsx

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

Construction costs are based on an SOV secured from Beaudin Construction, an experienced GC with a proven track record in completing affordable housing developments funded by OHCS, including five projects under construction. Beaudin's bid is informed by a complete set of schematic designs, civil plans, multiple meetings with the City of Bend, a full fixtures/finishes schedule, up-to-date subcontractor pricing on comparable products and experience with subcontractors in the market. Pricing is simplified by the master plan developer, who bears all off-site costs as a part of our development services agreement and purchase and sale agreement.

We have secured a full array of reports, including a Phase I Environmental Assessment, Survey, and Geotechnical. The project's engineering team is the same as the team working on the master plan development.

Additionally, over the last year, our development team invested in creating a "framework" specifically to inform accurate estimating for the vertical construction and interior specifications of the twelve-plex buildings we regularly construct. Our development team has scheduled bi-weekly meetings with the City of Bend and the entire team of project professionals to discuss this development and timelines and ensure our design aligns with all applicable local regulations and standards.

Beaudin Construction's construction figures are based on bids from subcontractors, including local excavators utilized by the master plan developer, and current costs from the multiple affordable developments under construction. To ensure the accuracy and reliability of these numbers, HFD has cross-referenced the SOV against actual construction costs from comparable recent projects.

Our proposed site has identified and assessed potential development challenges related to grade, compliance with ODOT improvements, and infrastructure requirements. Our development holds a strategic advantage as the master plan developer is contractually bound to implement all off-site improvements. This arrangement significantly mitigates risk and cost for our development, leaving us with a flat, utility-served site.

Market conditions present several cost-related risks to affordable developments, including interest rate inflation,

Printed By: Mellissa Kamanya on 10/28/2024

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electrical gear availability, and operating cost increases. Interest rates have increased dramatically since 2022, increasing construction loan interest costs and constraining permanent debt borrowing capacity. To mitigate these impacts, the development team is underwriting permanent debt at 7.5% with a 30-year amortization.

Inflation has been a significant factor in affordable housing development in recent years. The development team has underwritten robust construction contingencies (5% GC, 3% owner, 3% inflation) to ensure that any unforeseen spike in labor or materials can be managed without additional funding resources.

A persistent industry challenge has been a shortage of electrical gear specifically for multifamily development. Our development team is proactively working with suppliers and local utilities during the development process to ensure electrical gear is delivered earlier in the construction process and on schedule for inspection by local utilities to avoid delays in obtaining a certificate of occupancy.

The development team intends to partner with a property management company with developments near the Bend Atwood Apartments to help ensure effective cost management and enhanced operational ability.

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

Home First Development has carefully structured the Bend Atwood Apartments' operating budget to ensure it is financially sustainable beyond the first year and throughout the life of the project. The operating budget includes sufficient revenue to cover all long-term operational expenses, including property management, resident services, maintenance, and utilities, as well as the debt service on the project’s financing.

The projected rental income, based on affordable rents for residents at 30-60% AMI, is designed to generate stable cash flow that will fully support ongoing operations. Additionally, we have incorporated conservative assumptions for future expenses, accounting for potential increases in utility costs, insurance, and general maintenance. The budget also includes a reserve fund for capital improvements and unexpected repairs, ensuring that the property remains well-maintained over time without jeopardizing financial stability.

Resident services provided by Cornerstone Community Housing and Advocates for Life Skills and Opportunity (ALSO) are factored into the operating budget, with ongoing funding in place to support these critical programs. This ensures that residents have continued access to housing stability services, employment assistance, and other support necessary for long-term success.

The project’s financial model has been designed to ensure that all operational costs, debt service, and reserve contributions are adequately funded, allowing the Bend Atwood Apartments to remain financially viable and continue serving low-income families, seniors, and individuals with disabilities well into the future.

G.4. Explain 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.

Home First Development has carefully planned the Bend Atwood Apartments to be financially feasible with the requested Affordable Housing Development assistance. However, if we receive less than the requested amount, we have strategies in place to ensure the project can still proceed, albeit with some adjustments.

One option would be to implement value engineering. This would involve revisiting certain design elements and identifying areas where costs can be reduced without compromising the core functionality or quality of the housing units. For example, we could adjust the materials used in non-essential areas, such as reducing the scope of high-end finishes like quartz countertops or luxury vinyl plank flooring, while maintaining the energy-efficient features and

durable construction standards.

Additionally, certain amenity upgrades, such as the full implementation of solar and EV charging infrastructure, might need to be scaled back or phased in at a later stage. The Universal Design playground or community spaces might also see some modifications, such as reduced landscaping or fewer recreational features, though we would aim to retain the accessibility and core functionality of these areas. While these changes would allow the project to move forward, they could impact the overall experience and quality of life for residents.

We could also defer some of the development fees further to bridge funding gaps, but this would place additional financial strain on the project's long-term cash flow. Another possibility is to pursue additional private funding or lower-interest financing, though these options are not guaranteed and could introduce delays.

While Home First Development is committed to completing the Bend Atwood Apartments, a reduced award could limit the scope of the project's amenities and sustainability features. This could result in fewer long-term benefits for residents and the community. Therefore, the full requested funding would ensure that the development includes the highest possible level of quality, amenities, and services that are essential for creating a thriving, supportive living environment for low-income families, seniors, and individuals with disabilities.

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

 **Detailed Pro Forma**

Bend Atwood Proforma 10.28.24.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).

Not Applicable.

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.

Not Applicable.

G.8. CDBG Funds Requested:

\$0.00

G.9. AHF Funds Requested:

\$1,200,000.00

G.10. CICT Funds Requested:

241000

G.11. Leveraged Funds:

\$40,490,353.00

H. Budget

Case Id: 30307

Name: Home First Development - 2025

Completed by mike@hfdpartners.com on 10/28/2024 12:52 PM

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

H. Budget

Please provide the following information.

H.1. Project Budget

	Project Activities	CDBG Funds Requests	AHF Funds Requested	CICT Funds Requested	Other Public Funds	Private Funds	Activity Total
<input checked="" type="checkbox"/>	Construction and Development	\$0.00	\$1,200,000.00	\$241,000.00	\$34,940,000.00	\$5,550,353.00	\$41,931,353.00
	TOTAL	\$0.00	\$1,200,000.00	\$241,000.00			\$41,931,353.00

H.2. Other Public Funds

Source	Use of Funds	Amount of Funding	Funding Status
Oregon Housing and Community Services	Construction and Development	\$34,940,000.00	Secured
TOTAL		\$34,940,000.00	

H.3. Private Funds

Source	Use of Funds	Amount of Funding	Funding Status
KeyBank	Construction and Development	\$5,134,103.00	Committed
Deferred Developer FEe	Construction and Development	\$416,250.00	Committed
TOTAL		\$5,550,353.00	

H.4. Funding Documentation



Funding Documentation - Letters of funding commitment from sources

Bend OHCS LOI 3449.pdf

I. Project Feasibility and Readiness

Completed by mike@hfdpartners.com on 10/28/2024 12:42 PM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

I. Project Feasibility and Readiness

Please provide the following information regarding project feasibility and readiness:

I.1. Describe your organization's administrative capacity to complete the project, including 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.

Home First Development has extensive experience in implementing and managing affordable housing projects similar to the Bend Atwood Apartments. With a proven track record of delivering complex developments, Home First has successfully completed numerous projects across Oregon, including large-scale affordable housing for families, seniors, and individuals with disabilities. Our administrative capacity is demonstrated through our team's ability to handle all aspects of project development, from securing financing to overseeing construction and ensuring regulatory compliance.

Our team includes experienced project managers, financial analysts, and compliance experts who work closely with general contractors, architects, and local government officials to ensure that every project meets budget, timeline, and design standards. We have completed multiple projects funded through Oregon Housing and Community Services (OHCS) programs, giving us a deep understanding of the funding, reporting, and compliance requirements for state-supported affordable housing developments. Additionally, Home First Development's portfolio includes projects that meet the same Earth Advantage Gold and ADA accessibility standards that we are implementing at Bend Atwood, further showcasing our expertise in managing similar developments.

Capacity is also bolstered through strategic partnerships with organizations like Advocates for Life Skills and Opportunity (ALSO) and Cornerstone Community Housing (CCH), both of whom bring decades of experience in providing resident services and supporting individuals with intellectual and developmental disabilities (I/DD). These partnerships ensure that the resident services component of the Bend Atwood Apartments will be fully integrated and managed by organizations that specialize in providing culturally responsive, trauma-informed services.

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

The Bend Atwood Apartments have strong support from the City of Bend, which has been actively involved in the planning process and supports the project's affordable housing goals. A public neighborhood meeting held earlier this year which allowed the development team to provide updates and answer questions from residents, receiving positive feedback. The project has also gained support from local organizations, including Thrive Central Oregon, Advocates for Life Skills and Opportunity (ALSO), and Cornerstone Community Housing (CCH), all of which will provide services to residents, ensuring community responsiveness and engagement.

Attach Letters of Support



Evidence of Neighborhood/Community Support ***Required**

Letter of Support and Land Use Info Home First 2024.pdf

20 LOS Thrive Central Oregon_ORCA_Bend.pdf

I.3. Describe your 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?

Home First Development is fully ready to proceed with the Bend Atwood Apartments project. The project team has already begun working on critical pre-development tasks, including land use planning and securing necessary building permits. We have engaged our full development team, including the architectural team, civil engineers, structural engineers, and development consultants, to ensure a smooth and timely progression. With these key professionals already on board, we are positioned to begin construction in Q2 2025, as scheduled.

The property for the Bend Atwood Apartments is secured, and the purchase agreement is in place. The master plan developer is handling all off-site improvements, including utility and road infrastructure, which reduces potential delays and ensures that the site will be fully ready for development. Our civil engineering team, in collaboration with the master plan developer, has been closely coordinating to expedite the process and guarantee that the land will be development-ready within our timeline.

Home First Development's staff is fully available and actively working on the project. Our project managers, financial analysts, and compliance team are all in place, with experience handling projects of similar scale and complexity. There is no need to hire additional staff, as we already have the necessary team in-house to manage all aspects of the development. Additionally, our strategic partners, including Advocates for Life Skills and Opportunity (ALSO) and Cornerstone Community Housing (CCH), are prepared to provide resident services, further strengthening our readiness to proceed.

Overall, Home First Development is well-positioned to move forward with the Bend Atwood Apartments. With the property secured, permits underway, and the full development team in place, we are ready to begin construction on schedule in Q2 2025, ensuring timely project completion and the delivery of much-needed affordable housing in the Bend community.

I.4. Describe any land use processes (such as a zone change or a conditional use permit) the project will require and what steps, if any, have been taken to address these issues.

Per the City of Bend, The City has an established expedited permitting process to support affordable housing developments and will work with the development team to review permit applications in parallel with the master plan / annexation process. The city has reviewed the timeline/schedule submitted as a part of the Developer's financing application and deems it feasible.

I.5. For CDBG applicants, describe your organization's familiarity with meeting the federal requirements listed in the [City of Bend Affordable Housing Development Rules and Requirements](#), and/or the organizations plan for ensuring that these requirements are satisfied.

Not Applicable.

I.6 For CDBG applicants only, will the full amount of the funds be spent by June 30, 2026? Select one option from the dropdown menu.

N/A (select this option if applying for AHF only).

J. Required Documents

Completed by mike@hfdpartners.com on 10/28/2024 12:04 PM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

J. Required Documents

Please provide the following information.

Please download, complete, and upload the document (s) below:

- [504 Self-Evaluation Checklist](#)

Documentation

504 Self-Evaluation Checklist

504 Self-Certification-2023 (1).docx

Affirmatively Furthering Fair Housing Statement and Marketing Plan

AFHMP_ORCA2024_Bend.pdf

Proof of Non-Profit or Governmental Status

05.01 Articles of Organization - HFD_Bend.pdf

Status of Oregon Business Registry Printout

Certificate of Existence (HOME FIRST DEVELOPMENT, LLC) - OR CE.pdf

Unique Entity Identifier (UEI) Number

05.03 Federal Identification Number_Bend.pdf

 **Map of Project Location**

Bend Vicinity Map.pdf

Preliminary Title Report.pdf

 **Equity and Inclusion Policy**

HFD Equity and Inclusion Policy.pdf

Submit

Completed by mike@hfdpartners.com on 10/28/2024 12:56 PM

Case Id: 30307

Name: Home First Development - 2025

Address: 4351 SE Hawthorne Blvd, Portland, OR 97215

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.

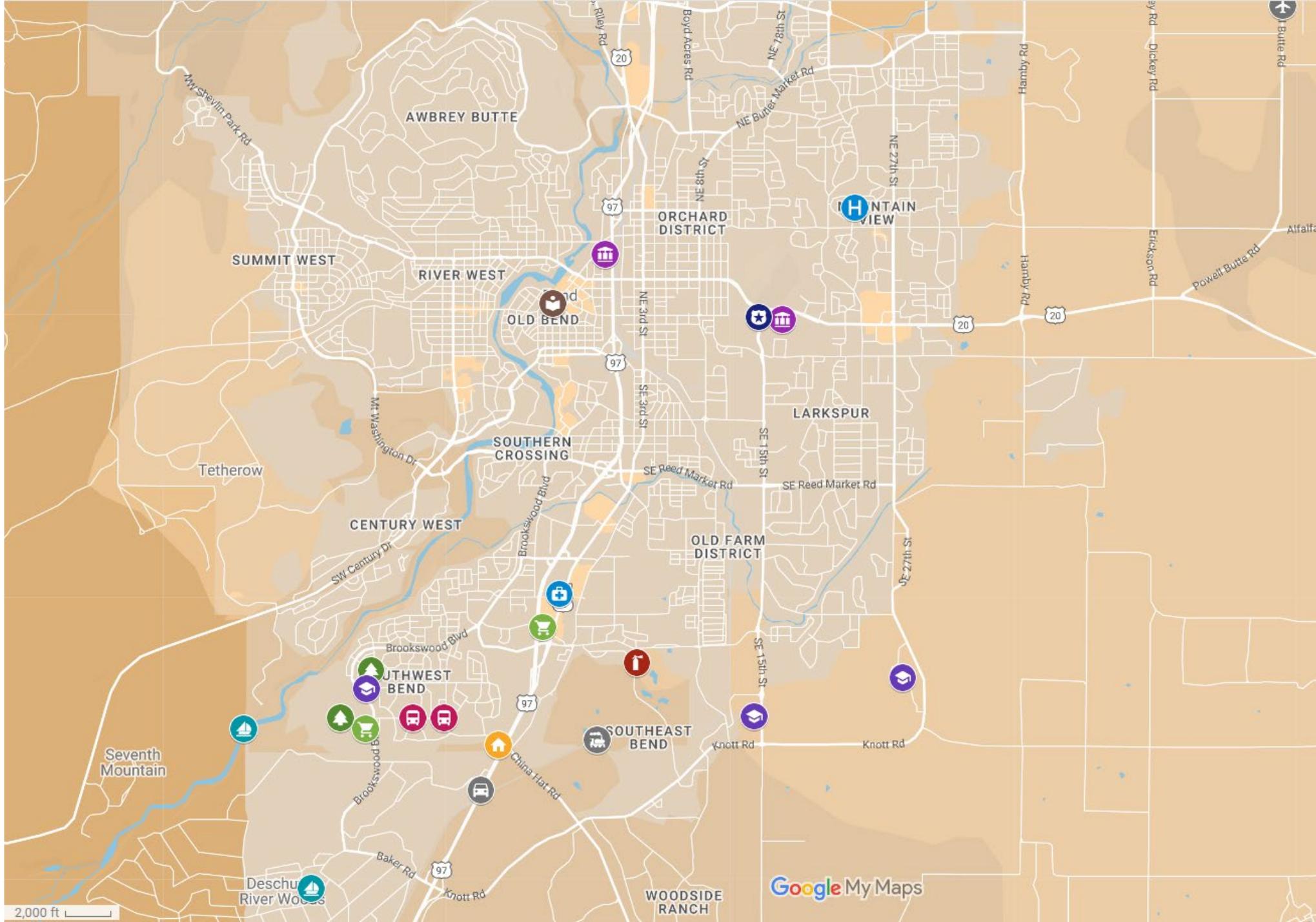
Authorized Signature

Mike Boyer

Electronically signed by mike@hfdpartners.com on 10/28/2024 12:42 PM

Bend Atwood Vicinity Map

- Bend Atwood Apartments
- CE Lovejoys Brookwood Market
- Safeway
- Poplar Street @ Lodgepole Drive (N)
- Poplar @ Onyx W
- Hollygrape Park
- River Rim Natural Area Park
- Elk Meadow Elementary School
- High Desert Middle School
- Caldera High School
- Downtown Bend Library
- WorkSource Bend
- DHS Self Sufficiency Office
- Bend Police Department
- Bend Fire Dept. Station 303
- St. Charles Bend
- St. Charles Urgent Care
- Baker Pond
- Deschutes River
- Highway 97
- Railroad
- Bend Municipal Airport



September 20, 2024

Home First Development
4351 SE Hawthorne Blvd
Portland, OR 97215

RE: OHCS LOI

Oregon Housing and Community Services (OHCS) is extending its intent to provide funding for the development of Bend Atwood Apartments located in Bend, Deschutes County on the terms and conditions outlined below.

This expression of intent does not constitute a reservation of funds from OHCS. All final funding commitments are contingent upon the project’s ability to meet their assigned closing deadline, due diligence, underwriting, and programmatic requirements including the State of Oregon’s Qualified Allocation Plan requirements, if applicable. It’s imperative to meet all department timing requirements to avoid development schedule delays, loss of funding consideration, and the risk of project funding gaps. Application waivers and alterations are subject to a revisit of your recommendation of award.

OHCS has received and reviewed your application for funding consideration. Based on the information received, the request for an allocation is expected not to exceed \$34,940,000 in funding resources as supported by the application materials. The funding will be formally reserved by OHCS Finance Committee and/or Housing Stability Council upon motion and vote of approval of all applicable OHCS application and underwriting requirements.

Project details:

Project Name:	Bend Atwood Apartments		
Project Address:	Tax Lot 181219A000100 Bend, OR 97702		
# of Units:	98	# of Buildings:	5
# of PBV	0	# of Years	30
		Affordability:	
Type of Site Control:			
	Deed		
X	Land sale contract		
	Earnest money agreement	Execution Date:	
	Option	Execution Date:	
	Other:	Execution Date:	



Unit Type by bedroom size:	Number of units by bedroom size:	Percent of Median Income as adjusted for family size will not exceed:	Rents not to exceed the following percent of median income:
1 Bedroom	10	30%	30%
1 Bedroom	12	60%	60%
2 Bedroom	24	60%	60%
3 Bedroom	10	30%	30%
3 Bedroom	42	60%	60%

OHCS Funds identified:

LIFT

Funding Terms:

Source: LIFT

Affordability period: 30yrs

LIFT anticipated PIS date: October 2026

Next Step - Having passed the Impact Assessment ORCA step, Project Applications are now required to meet all evaluation standards under the remaining ORCA steps, Financial Eligibility and Commitment steps as outlined in the current version of the ORCA Manual. Included with standards of those steps are the following Due Diligence submittals:

- Site Control
- Appraisal – Must meet OHCS appraisal requirements and be preformed by an OHCS approved appraiser
- Funding commitments and final approvals from all funders, including HUD PBV, must be in place a minimum of 10 business days prior to financial closing.
- All applicable 3rd party reports (ie. Phase I, Phase II, Environmental reports (LBP, WDO, Asbestos), Capital Needs Assessment (CNA))
- Finalized Relocation Plans
- General Contractor bids good through construction close
- Oregon Bureau of Labor and Industries (BOLI) determination letter
- Davis Bacon Determination (if applicable)
- Core Development Manual (CDM) forms – including variance requests if necessary
- MWESB Initial Report
- Title Insurance

- Preliminary Title Report
- Management Agent Packet – preapproval submission
- Building permits or permit ready letter

Please upload all documents to the Project’s Procorem WorkCenter and notify your assigned Production Analyst once submission is complete and ready for review.

We look forward to working with you on the Bend Atwood Apartments project. If you have any questions, please reach out to your assigned Production Analyst, Brad Lawrence, email address bradley.lawrence@hcs.oregon.gov.

Sincerely,

Brad Lawrence

Brad Lawrence
Production Analyst
Affordable Rental Housing Division of OHCS
Email: bradley.lawrence@hcs.oregon.gov
Phone: (503) 881-5763

Thrive Central Oregon
P.O. Box 1815
Bend, OR 97709

June 7, 2024

To Whom It May Concern:

I am pleased to write a letter supporting the Home First Development Atwood Apartments affordable housing proposal at Ponderosa Street & Atwood Drive, in Bend OR. This project will help fulfill a critical community need.

As one of the region's community-based organizations that connect individuals with basic needs resources, Thrive Central Oregon is acutely aware of the need for increased affordable housing in Bend. Thrive Central Oregon's mission is to connect individual needs to community resources. Through our work serving Bend city clients, we often see how the need for affordable housing outweighs the current availability. Increased affordable housing would not only benefit our extremely low-income community members, but it would also improve the lives of members of our workforce who are rent-burdened.

Thrive Central Oregon has a history of providing services in accessible areas throughout the communities we serve, such as libraries, health departments, and affordable housing complexes. While Thrive Central Oregon does not provide permanent supportive housing services, we often work with community members that are either residing in or applying to affordable housing complexes, and know it is essential that we have more affordable housing options in our community. Funding this project will provide an additional 100 affordable housing units for individuals and families in Bend, OR which will create more affordable housing options for our clients and the community.

We appreciate your consideration of Home First Development's application for funding this project and are looking forward to having more affordable housing available to the Bend community.

Sincerely,

Megan Stickney

Megan Stickney
Program Manager
Thrive Central Oregon
541.527.6166
megan@thrivecentraloregon.org
www.thrivecentraloregon.org

contact



541-728-1022



info@thrivecentraloregon.org



P.O. Box 1815
Bend, OR 97709

