Program Overview

Completed by info@thistleandnest.org on 6/6/2025 8:58 AM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

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 PRO Housing Fund (PRO), Affordable Housing Fund (AHF), and Community Development Block Grant Fund (CDBG) programs and the types of activities that are eligible for funding. For more detailed information on the program and the related 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
In 2024, the City of Bend was awarded a $5,000,000 in Pathways to Removing Obstacles to Housing (PRO Housing) grant from the U.S. Department of Housing and Urban Development (HUD). Approximately $4,000,000 of the PRO Housing grant establishes the PRO Housing Fund. This Fund can be used for land acquisition, infrastructure, homebuyer assistance, new housing construction, and other housing-related costs through competitive RFP processes.

The PRO Housing Fund is intended to be offered in competitive application cycles along with annual Community Development Block Grant (CDBG) and Affordable Housing Fund (AHF) offerings. Applicants may choose to apply for any/all the funding sources, greatly amplifying the amount of funding available for affordable housing development. Funds will be targeted to developments with high feasibility of success, low risk, and near-term deadlines, who, without additional funding, will be unable to proceed in the near term. By offering the Fund to developers as loans, as opposed to grants, repayments of loans are refunneled into future application cycles, resulting in a long-term impact on the community's housing and community development needs.

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 relevant fund.

Eligible Proposals
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 PRO Housing and CDBG funds.

Eligible Applicants
PRO Housing and CDBG eligible applicants are Certified Community Housing Development Organizations (CHDOs), government housing providers and qualified 501(c)(3) organizations.

AHF eligible applicants are property owners, private sector for-profit developers, certified CHDOs, government housing providers and qualified 501(c)(3) organizations.

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

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 PRO Housing, AHF Funds
The PRO Housing and 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

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 PRO Housing, AHF, and CDBG funds. Please contact the City's Housing Division Manager or Affordable Housing 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

2025 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 PRO Housing and 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).

HUD Income limits are effective July 1, 2025.

Persons Per Household	1	2	3	4	5	6	7	8
Area Median Income (AMI)	$80,000	$91,400	$102,850	$114,300	$123,400	$132,550	$141,700	$150,850
Moderate Income (80% AMI)	$64,050	$73,200	$82,350	$91,450	$98,800	$106,100	$113,400	$120,750
(60% AMI)	$48,000	$54,850	$61,700	$68,550	$74,050	$79,550	$85,000	$90,500
Low Income (50% AMI)	$40,000	$45,750	$51,400	$57,150	$61,750	$66,300	$70,900	$75,450
Extremely Low Income (30% AMI)	$24,050	$27,450	$30,900	$34,300	$37,050	$39,800	$42,550	$45,300

Rent Limits

At the time of this application opening, OHCS 2025 Rent Limits for HOME Projects were not yet posted. For updated figures when available, please refer to https://www.oregon.gov/ohcs/compliance-monitoring/pages/rent-income-limits.aspx.

For reference, HUD's 2025 HOME rent limits for Bend, effective June 1, 2025, are listed below.

Rent Limits	0 Bedrooms	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom
Fair Market	$1285	$1318	$1667	$2336	$2799	$3219
Low Rent Limit	$1000	$1071	$1285	$1486	$1657	$1829
High Rent Limit	$1281	$1318	$1651	$1898	$2098	$2296

Please review the following documents regarding the City of Bend Affordable Housing Development Program:

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 info@thistleandnest.org on 6/9/2025 7:43 AM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

A. Applicant Information

Please provide the following information.

ORGANIZATION INFORMATION

A.1. Organization Name
Thistle & Nest

A.2. Organization Address
250 NW Franklin Avenue, Suite 401, Bend, OR 97703

A.3. Executive Director Full Name
NA

A.4. Executive Director Email Address
NA

PROJECT INFORMATION

A.5. Project Name
Thistle & Nest: Woodhaven Community Housing, Phase 7

A.6. Project Location
61659 Daly Estates Drive, Bend, OR 97702

CONTACT PERSON INFORMATION

A.7. Contact Full Name
Amy Warren

A.8. Contact Title
Board President

A.9. Contact Address
580 SE Craven Road

A.10. Contact Phone Number
541-330-8758

A.11. Contact Email Address
amy@thistleandnest.org

A.12. Board President Name
Amy Warren

A.13. Board President Email Address
amy@thistleandnest.org

B. Organization Information

Completed by info@thistleandnest.org on 6/8/2025 8:32 PM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

B. Organization Information

Please provide the following information about your organization:

B.1. What is the organization's background, mission, and service history:
Thistle & Nest partners with developers and builders to address the challenge of affordable housing in a way that is permanent in nature. The nonprofit's mission is to provide services, support, purchase opportunities, and stewardship for buyers of affordable owner-occupied housing. Thistle & Nest was formed in March of 2023 as part of the triad develop-build-nonprofit partnership that is overseeing this project. This team has 270 homes in total funded by Oregon Housing and Community Services' LIFT program and has banked land for an additional 140 using their LAP program. The nonprofit has a solid, time-tested and proven team of subcontracted organizations in the areas of land development, vertical development, home sales support, communications management and lease stewardship. Thistle & Nest completed the final sale in the first phase of Woodhaven Estates in May of this year. This phase of 19 homes, which was funded by a 2022 LIFT award and came in under budget and was completed ahead of schedule. It was also supported by Affordable Housing Fee funds and CICT funds, allowing the nonprofit to serve buyer households as low as 30% AMI. Thistle & Nest has sold 30 homes to date and has 28 homes under construction in Bend – all of which are under contract to be sold to qualified buyers. The nonprofit's waitlist for future homes in Bend has over 100 loan qualified buyers on it. The waitlist is growing faster than homes can be built, illustrating the need. Thistle & Nest's vision is to make a significant impact on Oregon's affordable housing shortage, as well as to provide the opportunity to gain personal equity and stability, by assisting low- and moderate-income buyer-ready households attain the dream of homeownership. In partnership with other organizations, the nonprofit plans to provide 1000 affordable homes in Oregon in the upcoming ten years.

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.
Thistle & Nest has a robust balance sheet, showing positive equity and liquid assets. The nonprofit has been building homes primarily with LIFT funds and cash flow from deferred developer/general contractor fees, but is also backed by private lenders as needed. This private funding allows for land acquisitions, pre-development, and often infrastructure to progress prior to receiving funds from Oregon Housing and Community Services (OHCS). The private funding commitment can also bridge the gap between building and sales. Thistle & Nest has received funding awards of just under $39 million from OHCS to date, an average of $13 million per year. Thistle & Nest is not required to perform an independent audit because the organization does not receive Federal funding at this time. The nonprofit will perform a financial audit if Federal funds are received in excess of $750,000 per year. Tax returns and year-to-date finance reports are available upon request.

B.3. Key Personnel Assigned to Project:

Name	Job Title	Qualifications	FTE Hours
Larry Kine	Board Treasurer - development oversight	Long-time developer	8
Amy Warren	Board President - building	Years of experience in	8

	oversight	affordable housing builder and program administration	
Alexis O'Connnor	Homeownership Program Management	Manages a portfolio of 68 deed restricted homes	8
			24

C. Project Description

Completed by info@thistleandnest.org on 6/12/2025 10:58 AM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

C. Project Description

Please provide a brief description of the following:

C.1. Total amount requested:
$1,500,000.00

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

C.3. Total number of units to be developed:
19

C.4. Number of accessible units:
1

C.5. Number of Affordable Units:
19

C.6. Number of market rate units:
0

C.7. Describe the need or problem your project will address.
Woodhaven Estates is a mixed-income development. This project, Phase 7, will address the need for affordable owner-occupied housing for moderate-income (80%-100% AMI) households*. Bend, Oregon has a significant shortage of ownership opportunities for this income demographic. Little to no homes are available for sale on the real estate market that this income range can afford. Households making over 80% AMI are ineligible for a home with LIFT funding, making them a rarity in the affordable housing world as well. This project request is for 19 of the 133 units in total to be developed in Woodhaven Estates. These homes will allow local moderate-income households the opportunity to both obtain stable housing, and to build equity. The project also addresses the need for diverse communities, as well as equitable opportunities for minorities, women, seniors, and those experiencing a disability. The opportunities this project will afford to those priority populations will benefit the local workforce. The scale of this project also provides stable work for many local businesses. Over 50% of funds paid over the past year to subcontractors at Woodhaven Estates were to those that would qualify as minority-owned, woman-owned, or small emerging businesses. *If a lesser award is offered, the number of homes dedicated to moderate-income households will be reduced, and the remaining homes will be for low-income (<80% AMI) households.

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.
Thistle & Nest is applying for funds to support the land purchase and infrastructure for 19 homes at 61659 Daly Estates

Drive in Woodhaven Estates. This project, Phase 7, will address the need for affordable, owner-occupied housing for moderate-income households by deferring the cost of the land and some of the infrastructure for 20 years. These funds will allow the nonprofit to provide additional housing units in Bend, OR which are available to a wider economic demographic than without the funds. The ability to serve moderate-income buyers will intersect with the demographics of the populations in which Thistle & Nest prioritizes their outreach. This project came to fruition through a partnership with a local developer and builder. The partners contributed the land option, as well as funding procurement of both subsidies and private funding. Thistle & Nest has received subsidy funding from Oregon Housing and Community Services to build 114 affordable homes (phases 1-6) in the Woodhaven Estates development. The objectives of this project are to: 1) provide ownership opportunities that are permanent in nature, 2) to build energy efficient homes that reduce the household's energy bill, 3) to create more job opportunities for our local workforce, 4) to build in an efficient, innovative, and replicable manner, and 5) that our program serves historically underserved populations at a rate that is greater than their representation in the Bend area – this particular objective goal is for both our housing programs and subcontracts. Services provided by this project include pre-purchase support, ownership opportunities, and post-purchase stewardship. The project will serve the Central Oregon area by providing reduced effective purchase prices for homes within the Bend, OR urban growth boundary.

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.

This project will provide more permanent, moderate-income (80-100% AMI) homes to the Bend area than any other affordable or market housing provider. This income demographic is crucial to our local workforce and nearly no other opportunities currently exist. For single-adult households, none exist. Other similar housing providers in the Bend area include First Story, Habitat for Humanity Chapters, and Rooted Homes. Each organization offers something a little different and complementary to the others. The above listed housing providers, along with NeighborImpact, organize three housing fairs per year as a one-stop-shop for potential buyers. Thistle & Nest is set apart by their ability to develop a relatively large number of homes in an expedited timeframe. The nonprofit addresses the need for attainable owner-occupied housing through nonprofit/for-profit partnerships. Relative to the other housing providers, this allows the organization to address the need in a timely and financially efficient manner, on a greater scale. The nonprofit also focuses on efficiency in both internal operations, and in the purchase process. Much of the operational work is performed through partnerships and subcontracts with oversight from the board. This allows Thistle & Nest to be financially reactive to the workload at hand and eliminates much of the burden of overhead costs. Thistle & Nest does not have a first-time homebuyer requirement, as do the other providers listed above. They have successfully served cost burdened, non-first-time homebuyers that were able to realize financial stability through purchasing a home. The nonprofit's pre-purchase support is not as robust as Habitat's, where buyers work within their program for up to a year - an incredibly valuable service for households who are not quite buyer-ready. On the other end of the spectrum, Thistle & Nest works with buyer-ready households who prefer not to experience the time requirement of other programs prior to purchase.

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

Thistle & Nest uses the community land trust model. The land lease has a 99-year renewable term, ensuring that the homes stewarded by the nonprofit are permanently affordable. The deed restriction on resale that is contained within the land lease allows for a modest gain for the homeowner. This gain, coupled with a monthly reduction of the principal loan amount, allows the homeowner to gain equity in addition to having stable housing – something that is not possible with rental housing. Additionally, Thistle & Nest's energy efficient building practices help insulate homeowners from rising energy costs over time. This energy security is another aspect of the long-term impact the nonprofit will have on the need for affordable home costs.

C.11. Describe your organization's plan for evaluating the progress of the project toward addressing the identified need or problem.
Thistle & Nest uses the HomeKeeper CRM (a Salesforce application) to track and evaluate the progress of the project and how it addresses the need. The nonprofit will conduct annual internal evaluations to ensure compliance and will make adjustments as necessary. The HomeKeeper database will allow the nonprofit to track the income demographics of those in our homeownership program, including this project, over time. It will also track the percentage of households served that are representative of our priority populations – minorities, woman-led households, and those who have experienced generational poverty.

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:
The project will remain affordable (80%-100% AMI) in perpetuity. This is ensured through the deed restriction in the Thistle & Nest Ground Lease.

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?
Thistle & Nest, and their nonprofit partners, comply with fair housing laws and serve protected classes under the Fair Housing Act. The nonprofit currently collaborates with the following partners: • NeighborImpact – The partnership includes income verification, homebuyer education and counseling, financial workshops, downpayment matching, and outreach support. • Latino Community Association – This MOU is to support outreach to the Latino Community and to assist with translation and interpretation on an as-needed basis. • Housing Works – An MOU is in place to assist with outreach and connection to potential buyers with a Section 8 Housing Voucher, allowing the program to potentially benefit very-low-income households (as defined by HUD). • Bend-Redmond Habitat for Humanity – Thistle & Nest is collaborating with Habitat for City of Bend surplus properties on best building practices, sustainable and energy efficient strategies. • Heart of Oregon's Youth Build – This nonprofit is building two of Thistle & Nest's homes in Prineville, and plans to build one of the homes at the Franklin Ave. surplus property. Thistle & Nest has matched 58 low-income households with a home in Woodhaven Estates! This development has provided stable housing for 34 women-led, 8 senior-led households, 17 families with children, 10 households that identify as non-white, as well as 55 first-time and 9 first-generation homebuyers. The nonprofit also served a financially diverse group of buyers, ranging from less than 30% AMI up to 80% AMI, including two households with a Section 8 Voucher. 53 of those households contribute to the local workforce, and 5 households are owned by retirees. These diverse demographics are possible in part by our nonprofit partners, and by City of Bend financial assistance. It is expected that through the outreach facilitated by these partnerships, the nonprofit will serve priority populations at a percentage which is greater than their representation in the Bend area.

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.
Thistle & Nest plans to design one of the homes to be a hybrid of UD (universal design) and ADA. The blending of these features will allow us to make financially sensible choices while still providing an accessible home. The nonprofit is also using this design strategy in the Larch Grove (Bend) and Makara Landing (Lincoln City) developments. One example of this is that UD requires an oven that has a side-swing door, which is quite costly, while ADA design allows for a traditional range. in this case, the kitchens are designed to UD standards, with the exception of the range/oven. Thistle & Nest will market these units through search optimization, and through our outreach partners.

D. Property and Project Information

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

Completed by info@thistleandnest.org on 6/12/2025 9:30 AM

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.
Thistle & Nest has an option to purchase the property at 61659 Daly Estates Drive. This parcel will be the 7th phase of the Woodhaven Estates community. The 1.13 acre parcel currently has a duplex on it, built in 1972, that will be domolished. As with the six phases prior to this, the parcel is expected to accomodate 19 homes. The current duplex is occupied by a renter, but will be vacated upon purchase by Thistle & Nest. The site does not have historical significance.

D.2. Property Legal Description
Daly Estates, Block 1, Lot 17, City of Bend, Deschutes County, Oregon.

D.3. Site Condition
Vacant (previously disturbed)

D.4. Current Property Owner
DALY ESTATES INVESTMENTS LLC

D.5. Parcel Size (Acres)
1.13

D.6. Site Control Status
Under Contract/Option to Purchase

If Under Contract/Option to Purchase enter expiration date:

If Leased, enter expiration date:

D.7. Site zoning
RM

Upload supporting documentation

☐ **Property Legal Description**

***No files uploaded*

☑ **Map of Project Location**

119552_TaxMap.pdf

☑ **Evidence of Site Control**

Evidence of Site Control_Woodhaven7.pdf

☐ **Property Appraisal**

***No files uploaded*

Notes – additional information

We have appraisals for the other six phases that can be provided if needed.

ZONING AND SITE PLAN STATUS

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.

06/01/2026

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

Yes

D.12. Electric

Yes

D.13. Water

Yes

D.14. Sanitary sewer

Yes

D.15. Storm sewer

Yes

E. Work Program

Completed by info@thistleandnest.org on 6/8/2025 1:09 PM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

E. Work Program

Please provide the following information.

E.1. Anticipated Start Date:
08/11/2025

E.2. Anticipated Completion Date:
05/31/2028

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

Task	Start Date	End Date
Land Acquisition	09/30/2025	09/30/2025
Entitlements	08/11/2025	08/31/2026
Infrastructure	09/01/2026	03/01/2027
Building	03/01/2027	03/31/2028
Home Sales	10/01/2027	05/31/2028

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 info@thistleandnest.org on 6/8/2025 1:10 PM

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Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

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.
19

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

<30% AMI	31-50% AMI	51-80% AMI	>81% AMI
			19

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

Elderly (aged 62+)	Persons with Disabilities	Female Head of Household	Veterans
3	1	10	1

G. Financial Information

Completed by info@thistleandnest.org on 6/8/2025 5:02 PM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

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**

Proforma-Project Budget_Woodhaven7.pdf

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.

Costs for this project were easy to estimate because two phases were very recently completed and two more are under construction with fully bid-out budgets. This allowed Thistle & Nest's team to use real-time numbers for the proforma. The assumption was made that the construction costs may increase over time, and an adequate contingency/escalation was added to the budget. As with Thistle & Nest's other phases at Woodhaven, the developer and general contractor only draw 3% of their fee, and defer 7% until the end of the project. If the project does not make money or goes over budget, it comes out of the developer's and general contractor's fees and they take less compensation for the project.

G.3 Briefly describe your organization's plan for funding the project after the first year, if applicable.

The project funding will come from private lending after year 1.

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.

An award of a lesser amount will result in fewer moderate-income homes (80%-100% AMI). The balance of the homes at Woodhaven Estates Phase 7 would be sold to low-income households (<80% AMI), contingent on receiving LIFT funding. If LIFT funding is unavailable, the balance of the homes will be sold as market rate, using the land trust model. The 1.13-acre taxlot can be divided using a legal description to ensure that Affordable Housing funds are allocated only to moderate-income homes.

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

☑ **Detailed Pro Forma**

Proforma-Project Budget_Woodhaven7.pdf

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).
The buyers of these homes will have access to a wide variety of loans. These include, but are not limited to, FHA, Flex Lending's First and Next Home, VA, Fannie Mae, Freddie Mac, and portfolio loan programs. There are mulitple lenders in the Bend area that administate these loan programs.

G.7. Please provide any interest rate or loan terms that vary from the City of Bend Policy - Loans and Grants and would be necessary for the implementation of the proposal. All proposals will have loan terms applied.
The loan terms requested for these funds are from the City of Bend's Policy, section 1.b. for land acquisition using a land trust model.

G.8. PRO Housing Funds Requested
$0.00

G.9. AHF Funds Requested
$1,500,000.00

G.10 CDBG Funds Requested
$0.00

G.11. Leveraged Funds
$6,993,202.00

H. Budget

Completed by info@thistleandnest.org on 6/12/2025 9:51 AM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

H. Budget

Please provide the following information.

H.1. Project Budget

Project Activities	Pro Funds Requests	AHF Funds Requested	CDBG Funds Requested	Other Public Funds	Private Funds	Activity Total
Land Acquisition	$0.00	$1,377,500.00	$0.00	$0.00	$0.00	$1,377,500.00
Pre-development & Infrastructure	$0.00	$122,500.00	$0.00	$0.00	$1,169,500.00	$1,292,000.00
Building	$0.00	$0.00	$0.00	$0.00	$5,581,531.00	$5,581,531.00
Project Administration	$0.00	$0.00	$0.00	$0.00	$242,170.00	$242,170.00
TOTAL	$0.00	$1,500,000.00	$0.00			$8,493,201.00

H.2. Other Public Funds

Source	Use of Funds	Amount of Funding	Funding Status
TOTAL		$0.00	

H.3. Private Funds

Source	Use of Funds	Amount of Funding	Funding Status
Kine & Kine Trust	Pre-development & Infrastructure	$1,169,500.00	Committed
Kine & Kine Trust	Building	$5,581,531.00	Committed
Kine & Kine Trust	Project Administration	$242,170.00	Committed
TOTAL		$6,993,201.00	

H.4. Funding Documentation

☑ **Funding Documentation - Letters of funding commitment from sources**

Evidence of Funding Commitment_Woodhaven_Phasse_7.pdf

I. Project Feasibility and Readiness

Completed by info@thistleandnest.org on 6/12/2025 9:44 AM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

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 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.
The development at Woodhaven Estates is already under construction, utilizing the capacity of its partner LLCs managed by Larry Kine and Amy Warren. Larry Kine oversees development for the partnership. Kine has worked in real estate & development since 1995. He has managed, or been a member of, several LLCs focused on land development and construction in Oregon, Washington, Idaho, Montana and California. Combined, those LLC's have developed more than 5,500 lots and more than 3,550,000 sq.ft. of residential construction and over 250 homes in Oregon, many of which were affordable to missing-middle buyers. Additionally, Larry has secured land to build a total of 453 affordable homes in Oregon for Thistle & Nest's program. Warren has been in the construction industry for 23 years and currently owns her own construction and development company. Her degree in Energy Systems Engineering lends her to the energy efficiency portion of design and building in this project. She is the founder of Kor Community Land Trust (now Rooted Homes), a Bend-based grassroots nonprofit that addresses the need for perpetually affordable, zero-energy, owner-occupied housing. In her 8 years with Kor, and under her leadership as executive director, she secured funding to purchase land and develop 10 deed-restricted, net-zero energy homes, as well as managed the land development, building, and homeownership services. Since leaving Kor, she has secured ~$35 million in LIFT funding, and ~$4 million in LAP (land acquisition program) Oregon for Thistle & Nest. Her vertical development company, Hive Development, a certified WBE, will be the builder for the homes in this project. Thistle & Nest has a robust team of contractors for homebuyer support, education, income verification, bookkeeping and finance, marketing and outreach, and language translation, as well as the other organizational tasks. The nonprofit currently has 38 homes in stewardship and another 28 under contract/construction.

I.2. If applicable, describe your neighborhood and/or community support for the project. Attach letters of support or other evidence of neighborhood/community support.
The local neighborhood and community have been supportive of this project. The housing development is an improvement and a benefit to the neighborhood as well as to the community at large.

Attach Letters of Support

☑ **Evidence of Neighborhood/Community Support**
Letter of Support_MattMartino.pdf

I.3. Describe your organization's readiness to proceed with the project. For example, is staff currently available to work on the project, or is the organization ready to proceed with hiring staff?
This project is ready to proceed as soon as a funding award is received. The project will be overseen by Thistle & Nest's board of directors and executed by subcontractors. The organization currently contracts a team that has the capacity to

add this project to their workload. No additional positions would be necessary to complete this project.

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.
This project's preliminary design conforms with the current zoning. The project will need a Land Use Approval and Infrastructure permit from the City of Bend. Since this is the 7th phase at Woodhaven Estates, Thistle & Nest does not forsee and issues with land use.

I.5. For PRO Housing and CDBG applicants, describe your organization's familiarity with meeting federal requirements, and/or the organizations plan for ensuring that these requirements are satisfied.
NA

I.6. Estimated date that all funds will be spent.
09/30/2025

I.7. Estimated date that units will be occupied.
05/31/2028

J. Required Documents

Completed by info@thistleandnest.org on 6/12/2025 9:51 AM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

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.pdf

☑ **Affirmatively Furthering Fair Housing Statement and Marketing Plan**
Fair Housing Policies.pdf

☑ **Proof of Non-Profit or Governmental Status**
Thistle-Nest IRS Tax Exempt Approval 92-4694655.pdf

☑ **Status of Oregon Business Registry Printout**
SOS Business Registry 2025.pdf

☑ **Unique Entity Identifier (UEI) Number**
Thistle&Nest ID #s.pdf

☑ **Map of Project Location**

119552_TaxMap.pdf

☑ **Equity and Inclusion Policy**

DEI Policy adopted 9-21-23.pdf

Submit

Completed by info@thistleandnest.org on 6/12/2025 10:59 AM

Case Id: 30348
Name: Woodhaven Community Housing, Phase 7 - 2025
Address: *No Address Assigned

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
Amy Warren
Electronically signed by info@thistleandnest.org on 6/12/2025 10:58 AM

Woodhaven Phase 7 Project Budget

PROJECT SOURCES	Project Sources
Affordable Housing Fee Funds	$ 1,500,000
Construction Loan	$ 6,993,202
TOTAL PROJECT SOURCES	**$ 8,493,202**

PROJECT USES	Project Uses
Land Acquisition	**$ 1,377,500**
Pre-development/Infrastructure	**$ 1,292,000**
Building	**$ 5,581,531**
System Development Charges	$ 137,700
Building Permits	$ 109,439
Plan design & engineering	$ 40,000
Building hard costs	$ 4,408,660
General contractor fee	$ 444,866
Contingengy	$ 440,866
Project Administration	**$ 242,170**
Appraisal	$ 3,000
Project management	$ 132,000
Legal	$ 10,000
Project marketing	$ 2,000
License, bond, insurance	$ 37,000
Course of construction insurance	$ 16,500
GL insurance	$ 17,000
Property taxes	$ 5,170
Program expenses (income verrification)	$ 9,500
Overhead	$ 10,000
TOTAL PROJECT USES	**$ 8,493,202**

HOME SALES	$ 7,485,000
Sales Expenses	**$ (250,000)**
Realtor fee	$ (142,500)
Closing costs	$ (22,000)
Stewardship fee	$ (85,500)
Loans	**$ (7,168,202)**
Construction loan interest	$ (175,000)
Loan repayment	$ (6,993,202)
NET PROJECT REVENUE/DEVELOPER FEE	**$ 66,798**

Number of homes
9
Square feet (s.f.)/home
1568
Hard cost ($/s.f)
180
Revenue/home
$ 415,000

Number of homes
10
Square feet (s.f.)/home
1010
Hard cost ($/s.f)
185
Revenue/home
$ 375,000

THIS MAP WAS PREPARED FOR ASSESSMENT PURPOSE ONLY

5/2/2025

S.E.1/4 S.E.1/4 SEC.3 T.18S. R.12E. W.M.
DESCHUTES COUNTY
1" = 100'

18 12 03DD & INDEX

Cancelled Nos.
200
301
1600
1700
2400
3401

18 12 03DD & INDEX