

EXHIBIT C: Application Attachments Checklist

Attachment #	Type of Document	Relating To:
1	Legal Organizing Documents	Owner/Applicant
2	Development Team Organizational Chart	Owner/Applicant
3	3 Years of Audited Financial Statements and Current Management Statements; OR, if no audited financial statements, 3 Years of Management Statements Plus Annual Tax Returns Including Attachments	Owner/Applicant
4	URA Qualified Buyer Check	Owner/Applicant
5	Articles of Incorporation, Bylaws, and IRS Determination Letter Confirming 501c3 Status	Non-Profit Applicant
6	Written Agreement Describing Roles and Relationship Between Owner/Applicant and Non-Profit Applicant, IF they are not the same	Non-Profit Applicant
7	MWBE Narrative	
8	MWI Narrative (only submit if Total Development Costs exceed \$500,000)	
9	Total Project Cost Calculator	
10	Services Budget	
11	Service Agreement, MOU, or Letter of Commitment with Provider	
12	Commitment Letters for all other sources	
13	Project Plans and Drawings (preliminary acceptable)	
14	Contract with Contractor (if any)	
15	Capital Needs Assessment (if any)	
16	Appraisal (if applicable)	
17	Affirmative Fair Housing Marketing Plan	
18	Excel Workbook	