



Capital Improvements for Non-profit Housing (CINH) Program

APPLICATION

- Applicants should read the CINH program guidelines document before completing this application.
- Applicants must be an already established non-profit corporation (Non-stock Corporation) organized under Chapter 181 of Wisconsin Statutes and in compliance with the Wisconsin Department of Financial Institutions (DFI) and own the property seeking rehabilitation support.
- Applications will be accepted by May 15th, June 15th, July 15th and final opportunity August 15th, 2023.
- The CINH program has a budget of approximately \$1,500,000 of CDBG funds. Once funds are exhausted, applications will no longer be accepted. Applications are considered on a first-come, first-served basis.

Questions can be directed to cdd@cityofmadison.com or to Community Development Specialist Chelsea Volden-Stammen CVolden-Stammen@cityofmadison.com

Organization Name: _____

Contact Name: _____ Phone: _____

Contact Email: _____

SAM/ Unique Entity Identifier # _____

Project Addresses (Street Number, Name and Zip Code)	Does this property already have City, HOME or CDBG Loan? Yes/No	Number of Units in the building?	Is this property currently occupied by 51% LMI households Yes/No	Davis Bacon : Eight (8) or more units in this project? Yes/No	Year property was built?	Amount of CDBG funds requested?
Ex: 215 Martin Luther King, 53703	Yes	15	Yes	No	1981	\$65,000

1. Was income reviewed through self-certification or 24 CFR Part 5 Review?

2. Please describe, in detail, the proposed scope of the rehab project by address:

3. Will the project require relocating tenants during construction/rehab work?

Yes No

If yes, please set up a meeting with CDD to discuss Uniformed Relocation Act costs prior to submitting the application.

4. Are at least 5% of its units in the development accessible to and usable by individuals with disabilities?

Yes No

5. If no, after project completion, will at least 5% of the units be accessible to and usable by individuals with disabilities?

Yes No

6. PROJECT TIMELINE

Description	Projected Dates (Mo/Yr)
Rehabilitation Bid Publishing	(Mo/Yr)
Rehabilitation Start	(Mo/Yr)
Rehabilitation Completion	(Mo/Yr)

7. SOURCES AND USES OF FUNDS

This is a statement of how much money is required to complete the project, its source, and how it will be used. By definition, sources must equal uses.

SOURCES OF FUNDS	Amount	Source: Lender, Grantor, etc.
First Mortgage Loan:		
Subordinate Loan:		
City Financing Requested:		
Project Equity (own funds):		
Other:		
TOTAL SOURCES:		

USES OF FUNDS	Amount	Source
Renovations/improvements (existing building):		
Relocation Costs:		
Other:		
TOTAL USES:		

ALL APPLICATIONS:

- Funded applicants are responsible for complying with all of the terms and conditions outlined in the CINH Program Guidelines.
- Applications to the Capital Improvements for Non-profit Housing Program will be considered on a first-come, first-served basis.
- Final approval of funds above \$50,000 will be awarded, via a Resolution, by the City's Common Council with recommendations from the CDBG Committee. Timeline for a commitment of funds is contingent upon committee's schedule.

APPLICATION CERTIFICATION

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of the City of Madison Capital Improvements for Non-profit Housing Program and is true and complete to the best of the applicant's knowledge and belief.

Signature _____

Date: _____

Applications must be submitted to the Community Development Division by email:

cdd@cityofmadison.com