



**WORKFORCE  
SERVICES  
HOUSING & COMMUNITY  
DEVELOPMENT**

**PRIVATE ACTIVITY BOND PROGRAM**

# **Extension/Additional Allocation Request Form**

*If there are any line items that have not been filled out, marked 'yes', 'no', given an explanation or marked 'N/A'; the Form will be sent back to the applicant to complete the form.*

*If there are any major changes that have not been disclosed, the board reserves the right to deny the Project Extension Request.*

<b>Project Information</b>	
Project Name:	
Developer:	
Project Address:	
Total Number of Units:	
Unit Types:	
Rents:	

<b>Original Funding Approval Information</b>	
Date of original project approval:	
Amount of approved funding:	
50% at Time of Original Allocation:	
Anticipated Date of Construction Start:	
Anticipated Date of Construction End:	

<b>Extension Information</b>	
Date of Extension Request:	
Expected Closing Date:	
Change in Volume Cap Requested:	
50% Test Currently:	
Anticipated Date of Construction Start:	
Anticipated Date of Construction End:	

## Explanation for Extension Request

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## Status Report

The purpose of the Status Report is to (1.) determine the progress of the project in the development phase (i.e. financing, construction schedule, drawings, contractor selection, etc.) and (2.) determine if there are any changes in the project (i.e. units, costs, finances, etc.).

Starred items (\*) require an explanation. Items with grayed out cells require an explanation.

	Yes	No	Explanation
<b>Zoning/Site Control</b>			
Property			
1. Closed on property (REPC)			
a. If no, staff needs copy updated REPC			
<b>A. Problems with Property Resulting in Delay</b>			
1. Environmental*			
2. Planning*			
3. Zoning*			
4. Utilities*			
5. Easement*			
6. City Involvement - Planning/Financing/Other*			

7. Other			
	<b>Yes</b>	<b>No</b>	<b>Explanation</b>
<b>B. Changes in Development as Submitted in Original Application</b>			
1. Density			
2. Development Mix (Units, Retail Space, SF, etc.)			
3. Status of needed approvals (i.e. fire, public safety, etc.)			
a. If 'yes' to 1, 2, or 3 a new <u>Executive Summary and Updated Application</u> must be submitted to PAB staff.			
<b>Plans and Costs</b>			
<b>A. Construction and Site Plan Drawings</b>			
1. Drawings Completed			
a. If 'no', what is the status?			
2. Drawings submitted to City/County for review			
3. Approval received on drawings			
<b>B. Project Costs</b>			
1. Project bid out			
a. If 'no' (assuming plans are done), explain why			
2. Bids received from General Contractor (GC)			
3. Bids received from Sub Contractors			
4. Bids by GC approx. to costs in application			
a. If 'no', what are impact of costs on financing &			

development process?			
5. Any construction or site activities taking place now?			
a. If yes, was permit issued?			
	Yes	No	Explanation
<b>Credit Investor</b>			
1. Change in Credit Buyer from original application			
a. If 'yes', applicant must submit a new investor information and letter			
b. If 'no', applicant must submit an updated letter from original investor detailing the following items submitted to PAB staff			
i. No change in terms			
ii. No change in Agreement Details			
iii. Credit rate is the same			
iv. Distribution of proceeds by event			
v. Distribution of proceeds by percentage			
2. Status of LLC documents			
<b>Financing</b>			
1. Change in volume cap amount requested			
2. Construction financing arranged			
3. Issuer for bonds obtained			
a. Approval letter/Inducement Resolution obtained			
b. TEFRA Hearing scheduled			
c. Project approval			

received from TEFRA Hearing			
4. Long-term financing approved			
a. Change in lender*			
b. Change in financing terms*			
5. Soft financing still in place			
a. List entities (i.e. OWHLF, CDBG, City/County, etc.)			
<b>Other Items from Developer</b>			

<b>Revocation of Volume Cap (must be completed)</b>		
Number of affordable units when original allocation was issued:		
Current number of affordable units of project:		
Total number of units when original allocation was issued:		
Current total number of units:		
Project location when original allocation was issued:		
Current project location:		
Total cost per unit when original allocation was issued:		
Current cost per unit:		
Total project cost when original allocation was issued:		
Current total project cost:		