

**Section A - Applicant Information**

Owner Name: \_\_\_\_\_ DUNS #: \_\_\_\_\_

Owner Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Previous HOME Participation:** To receive a conditional commitment of HOME funds applicants must meet the eligibility criteria regarding past performance described on the **M-47 HOME/Tax Credit Eligibility Certification Form**. The M-47 must be completed by all applicants requesting HOME funds. This form must be completed for each principal and submitted by e-mail to [jennifer.cogan@schousing.com](mailto:jennifer.cogan@schousing.com) for review and signature. A fully executed document will be returned by e-mail for submission with the application.

**Section B - Project Information**

Project Name: \_\_\_\_\_ County: \_\_\_\_\_

Project Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

**Section C - Federal and State Requirements**

The number of required HOME units in the project is determined by the percentage of HOME funds invested in the project. For example, if the amount of HOME funds invested in the project is 10% of the total development costs then a minimum of 10% of the units must be designated as HOME units. Number of HOME units: \_\_\_\_\_ HOME units will be: Fixed  Floating

All applicants proposing projects involving acquisition must submit a fully executed **M-52 Notice to Seller** with the application. The M-52 must be executed by the seller at the time of or prior to the execution of the option, contract, or lease agreement.

**Section 504 of the Rehabilitation Act of 1973:** New construction projects with 5 or more total units must have a minimum of the five percent (5%) of the total units accessible to individuals with mobility impairments AND an additional two percent (2%) of the total units accessible to individuals with sensory impairments.

# of Required Mobility Impaired Units \_\_\_\_\_ # of Required Sensory Impaired Units \_\_\_\_\_ Total # of Required 504 Units: \_\_\_\_\_

**Site and Neighborhood Standards:** Housing assisted with HOME funds must promote a greater choice of housing opportunities. A **M-40 Site and Neighborhood Standards Certification** must be completed and submitted with the application. If applicable, an **Exhibit 4** Opinion letter must also be provided with the application.

**Lead-Based Paint and Asbestos:** All Applicants seeking HOME funds must complete and submit a **M-7B Lead-Safe Housing Rule Applicability Form** with the application. Projects that include the demolition of vacant structures must be in compliance with the SC Department of Health and Environmental Control's asbestos regulations located at: <https://www.scdhec.gov/environment/your-home/asbestos/asbestos/asbestos-contact-us>.

**Procurement:** Applicants that are awarded HOME funds must procure for the general construction contract using a competitive sealed bid process. A copy of the applicant's procurement policy must be submitted with the application. In circumstances where an Identity of Interest Relationship exists and the Applicant wishes to act as the general contractor the Applicant must complete and submit an **M-8A Request for Identity of Interest** and an **M-8 Identity of Interest Certification Form** with the application.

**Type of procurement process:** Competitive Sealed Bid Process  Request for Identity of Interest

**Declaration**

The applicant acknowledges they are subject to all regulations and requirements as legislated in the Final Rule of the HOME Investment Partnerships Program, **24 CFR Part 92**.

Completion of the environmental review process, including HUD approval for use of HOME funds, is mandatory before taking action on a site, including the purchase of the site, or making a commitment or expenditure of HUD or non-HUD funds for property acquisition, rehabilitation, conversion, lease, repair or construction activities. In accordance with 24 CFR Part 58 participants, recipients, owners, developers, sponsors or any third party partners CAN NOT take any physical actions on a site, begin construction, commit, expend, or enter into any legally binding agreements that constitute choice limiting actions for any HUD or non-HUD funds before the environmental review process has been completed and an "Authority to Use Grant Funds" has been received from HUD. Any violation of the statutory regulation will result in the automatic de-obligation of a HOME conditional commitment.

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: 

Date: \_\_\_\_\_