



GCRA

Greenville County Redevelopment Authority

301 University Ridge, Suite 2500

Greenville, SC 29601

864-242-9801 x120

Send completed form to – bconner@gcra-sc.org

**Investor Program – Rental Rehabilitation Application
Form
Project Summary Form**

Date of Submittal: _____

General & Background Information

- 1. Applicant Name: _____
- 2. Home Address: _____
- 3. Telephone Number: _____
- 4. Email Address: _____
- 5. Date of Birth: _____
- 6. Name of Business/Org.: _____
- 7. Address of Business/Org.: _____
- 8. Form of Organization (Sole Proprietorship, LLC, Corporation, Partnership, etc):

- 9. Rental Property Address(es): _____
Parcel Tax ID Number(s) _____
Neighborhood _____
- 10. Does applicant have previous experience in this type of business? If yes, indicate nature
of said experience: Y N

Proposed Project & Cost

1. Financial Information	Amount
a. Total Project Cost	\$
b. Total Amount Requested	\$
c. Owner Equity Invested*	\$

***Owner is required to provide a 10% match to the amount of loan received**
 (Attach evidence of applicant's committed share of total project cost.)

3. Check the projects to be completed in the rehabilitation of the unit(s) and provided an estimated amount.

Project Scope	Estimated Amount
<input type="checkbox"/> Electrical	
<input type="checkbox"/> Plumbing	
<input type="checkbox"/> Flooring	
<input type="checkbox"/> HVAC	
<input type="checkbox"/> Accessibility Improvements	
<input type="checkbox"/> Roof	
<input type="checkbox"/> Windows	
<input type="checkbox"/> Porch/Awning	
<input type="checkbox"/> Doors	
<input type="checkbox"/> Siding	
<input type="checkbox"/> Exterior Lighting	
<input type="checkbox"/> Other _____	

Affordable Housing Certification

4. I acknowledge that to participate in the Investor Program and receive a loan from the Greenville County Redevelopment Authority, I will provide affordable housing (no more than 30% of renter's income) to persons at or below 80% Area Median Income. And I will submit the required documentation to show that my business/organization is following the program requirements as I select new tenants as well as on an annual basis for the length of the affordability period.

Signature

Date

Certification

I authorize GCRA to obtain a credit report, as well as a criminal history from the State Law Enforcement Division (SLED). The undersigned agrees that by signing and submitting this application that he, she or they will be bound by the terms and conditions contained in the Greenville County Investor Program Guidelines available at County Square, 301 University Ridge, Suite 2500, Greenville, SC 29601 or on the GCRA website at www.gcra-sc.org.

Signature:

Date:

Name of Corporation, (if applicable)

Photo Release Statement

The undersigned grants the GCRA and its legal representatives and assigns, the irrevocable and unrestricted right to use and publish photographs and/or images of the applicant(s) and the subject properties taken by GCRA and its legal representatives and assigns or accessed from internet sources for editorial trade, advertising, and any other purpose and in any manner and medium; and to alter the same without restriction. I hereby release the GCRA and its legal representatives and assigns from all claims and liability relating to said photographs and/or images.

Signature:

Date:

Checklist Documentation:

Completed application form.

Completed financial statement.

Verification of Property Ownership (Title or Deed of Trust). If the proposed use of fund includes acquisition of the property, an executed sales contract and appraisal report must be submitted with the Application.

Current Mortgage Statement

Current Insurance Declarations

Complete copies of last three month's bank statements – Every Financial Account for all applicants

Scope of work, timeline for project completion and total estimate of project budget Proforma (if applicable)

Three third party quotes from qualified suppliers for specific aspects of the project that will be completed with the forgivable loan and a cover letter to GCRA identifying the contractor selected along with reasons for selection

Complete copies of Last 2 years Federal Income Tax Returns (Including W-2s and 1099s)

Verification of Paid Real Estate Taxes

Background Check

Two electronic color photos showing the existing building (front & all side elevations)

Detailed sketches or drawings of the proposed improvements

Proof of liability insurance.

Completed W9 Form