



**GATEWAY**

# Gateway Community Development Fund, Inc.

## Application for Construction/Rehabilitation Loan

Date:

### General Applicant Information

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**Applicant Organization's  
Legal Name**

**Tax Identification Number**

**Street Address**

**City**

**State**

**Zip Code**

**Telephone Number**

**Executive Director/  
Owner of Company**

**Contact Person & Title  
(if different from above)**

**Contact Person E-mail**

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**Date of Incorporation of  
Organization, if applicable**

**Is your organization a:**      Nonprofit  
   501(c)(3)  
   For-Profit

**Primary Purpose  
of Organization**

**Annual Operating Budget**

**Number of Properties/Units  
Owned by Applicant**

Number of Properties/Units  
Managed by Applicant

**Other Housing-Related  
Operations**  
(please explain)

**If applicable, list all  
members of your  
Board of Directors**  
(Please note any special  
skills / housing-related  
experience they bring to your  
organization)

## Property/Project Proposal

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**Property Address**

**General Property  
Description**

(# of bedrooms, # of  
bathrooms, etc.)

*\*include photos of property's  
interior and exterior*

**Describe Neighborhood,  
Including Conditions**

*\*include photos of  
neighborhood surrounding  
the property*

**Council District &  
Council Representative**

**Do you own the property?**

Yes

No

If no, describe the plan, steps  
and cost to acquire it:

**Legal Name of Property's  
Owner Entity**

**Purchase Price of Property**

**Cost to Rehabilitate  
Property**

**Loan Amount Required**

**Has the property been  
appraised?**

Yes

No

If yes, what is the  
appraised value as is?

As rehabilitated?

**Provide a brief description  
of the rehabilitation planned  
for the property:**

*\*attach a scope of work  
and cost estimate*

**Has a buyer been identified  
for the rehabilitated  
property?**

Yes

No

If yes, has he/she been pre-  
qualified for a mortgage?

Yes

No

If no buyer has been  
identified, what are your plans  
for the rehabilitated property?

**Do you plan to use Historic  
Tax Credit financing?**

Yes

No



**Will the applicant have partners in this development?**      Yes  
No

If yes, name each anticipated partner:

If yes, is a partner a for-profit entity?      Yes  
No

Describe role of each partner:

**Identify members of the development team where applicable:**

Architect:

General Contractor:

# Attachments

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Please include the following documents with this application:

1. Project pro forma (including projected Sources and Uses of Funds)
  2. Certificate of Incorporation and Certificate of Good Standing for the borrower, if applicable, dated within 6 months of application
  3. If applicable, most recent financial statements (internal and audited) of the applicant and operating budget for current year
  4. Income tax return (form 990) for prior fiscal year
  5. Internal procedures for financial management of organization
  6. Site control documentation, site map, and address(es) for property
  7. Experience Summary/Resume for applicant and each member of the development team, if applicable
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**The undersigned applicant does hereby represent and warrant that the information contained in this application, along with any attachments, is complete and correct. The undersigned authorizes Gateway Community Development Fund, Inc. to obtain credit and professional references and credit reports for the applicant.**

**The undersigned does hereby certify that, to the best of his/her knowledge, as of the date of this loan application, neither the undersigned, nor any of the officers, directors, trustees or affiliates (collectively, the "Undersigned"), has ever been convicted of, or pled guilty to, a felony of any kind.**

Signature of Authorized Officer: \_\_\_\_\_

Date

Title:

Printed Name:

Applicant Organization: