



TECHNICAL ASSISTANCE REQUEST

CHDO/CDC/NONPROFIT INFORMATION

Organization Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____ Fax: _____
 Person Requesting Technical Assistance: _____
 Email: _____

PROJECT NAME

Has technical assistance been previously requested for this project?
<input type="checkbox"/> Yes
<input type="checkbox"/> No

PROJECT DEVELOPMENT ASSISTANCE REQUESTED:

PROJECT CONCEPT ASSISTANCE is indicated when you need help getting your ideas or vision turned into a presentable concept for early evaluation by potential partners. The actual site, size and other details may not be identified at this stage. Please provide available information regarding your project goals, ie project type, client to be served, area to be served and certainly all details that you do have at this point.

PROJECT DUE DILIGENCE ASSISTANCE is indicated when you have confirmed the feasibility of your concept and have identified the actual site and tentative project. You are ready to evaluate the suitability of a certain site or market area. In order to approve funds for due diligence, it is necessary that we understand the concept of the project through its fruition. Begin with a good legal description and/or address(es) for the project. If the specific TA request is for some portion of the entire project, make that clear in

the "TA Request" section. What is the goal of the project? What is the status of your site control and any important deadlines? What are the rough estimates of costs? Who are your potential funders? What is the final intended outcome of the project? (i.e. 150 affordable rental units for families; 20 single family homes in the 80% of AMI sales price range? How does the technical assistance move your project forward? If there are missing pieces, explain. If you are having trouble answering these kinds of questions, it may be that you are still a candidate for Project Concept Assistance. If you need assistance in completing this form or need further clarification, please call The Housing Fund office at (615)-780-7000. All TA requests are subject to available time and funding.

Technical Assistance Request: _____

