

**Community Housing Fund**

**Application Form**

1. **Contact information for the application / organization**

Applicant Name:

Organization Name:

Contact Info: (Phone / Email):

Brief Description of your Organization:

1. **Proposed Project**
* Please described the proposed project:
	+ How will this project increase the inventory of affordable housing offered in Prince Edward Island?
	+ Do you or your organization have experience in undertaking similar projects?
1. **Target Market and Demand**
	* Will this project target a particular demographic or vulnerable population group?
	* What is the demand for this type of housing and how was the demand determined? (i.e. partner organization, waitlist, etc.)
2. **Project Timeline**
	* Outline the start / end date for the project as well as major activities and milestones. Include who is responsible for those activities if working with multiple parties.
3. **Benefit of the Proposed Project**
* What are the expected results and how will you measure whether this project is successful?
* How will this project impact (benefit) your Community?
* Do you foresee any barriers / risks that could affect the completion of the project?
1. **Project Budget**
	* Please attach a budget for the proposed project. The budget should include the following information:
		+ List all income and expenses. Include any other contributions to the project.
		+ How much are asking for from the Community Housing Fund?
		+ Is your organization contributing to the project?
		+ Pro Forma financial statements should be attached (if applying for construction support)

|  |  |
| --- | --- |
| **Expense Description** | **Amount ($)** |
| 1) |  |
| 2) |  |
| 3) |  |
| 4) |  |
|  |  |
| **Income** | **Amount ($)** |
| Community Housing Fund Ask |  |
| Applicant Contribution |  |
| Other Funding (please describe) |  |

1. How will the project achieve sustainability from a Human Resources and Financial perspective?

*Applicants may be contacted if additional information is required. Application evaluation may differ based on financial ask from the CHF program.*

Contacts:

Please reach out to us if you have any questions:

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