# Cover Letter

**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY HOUSING INITIATIVES DIVISION (HID)**

**STATEWIDE MSHDA NEIGHBORHOOD ENHANCEMENT PROGRAM “RURAL/DIRECT - ROUND 4” COVER LETTER**

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| **INTERESTED PARTY INFORMATION:** |
| **Agency Name:** | **Phone:** |
| **Address:** | **Fax:** |
| **City, County, State:** | **Zip:** |
| **Main Contact Name/Title:** | **Email:** |
| **If Applicable - MSHDA Org #:** |
| **Applicant Type:**  |
| **[ ]  Nonprofit - 501c3 (attach certificate)** | **[ ]  Local Unit of Government less than 50,000 in population** |
| **Community Population:**  |
| **Note: Rural is defined as less than 5,000 in population for NEP ROUND 4. Anticipated Funding Availability is $1 Million** **Initially up to $500,000 is being reserved for Rural and $500,000 for Direct Funding contingent upon submissions.** **A 0-500 Residents………………………. Eligible Rural MSHDA Funding Request Up To $10,000** **B 501-1000 Residents………………… Eligible Rural MSHDA Funding Request Up To $20,000** **C 1001-2000 Residents……………… Eligible Rural MSHDA Funding Request Up To $30,000** **D 2001-5000 Residents ………………Eligible Rural MSHDA Funding Request Up To $40,000** **E 5001 – 49,999 Residents………….Eligible for Direct Funding Request Up To $50,000** **F 50,000 Residents Or More……….Eligible for Direct Funding Request Up To $50,000 – Non Profits Only**

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| **NEP FUNDING REQUEST TOTAL DOLLAR AMOUNT: $** |

***MSHDA AMOUNT IS LIMITED TO THRESHOLDS IDENTIFIED ABOVE WHICH CAN INCLUDE ADMININSTRATION*****NEP PROJECT DOLLARS REQUEST $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****NEP ADMINISTRATIVE DOLLARS REQUEST $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ WHICH IS \_\_\_\_\_% OF TOTAL NEP REQUEST****Administrative dollars cannot exceed 10% of NEP requested. Example: $50,000 NEP REQUEST/ADMIN CAP IS $5,000****Note: Admin isn’t automatically disbursed. Disbursement is incrementally made contingent upon actual project dollar expenditures.** **Component(s) Type: Requested Amt(s) by Type: Proposed # Units Leveraged Funds****[ ]  Housing Enhancement (Required) $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ $\_\_\_\_\_\_\_\_\_** **Minimum of 50% of Request****[ ]  Beautification $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ $\_\_\_\_\_\_\_\_\_** **[ ]  Public Amenity Enhancement $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ $\_\_\_\_\_\_\_\_\_**  |
| **ANTICIPATED OTHER FUNDING SOURCES: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (HIGHLY ENCOURAGED BUT NOT REQUIRED)****WHICH IS \_\_\_\_\_% OF $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_TOTAL PROJECT COST**If applicable, for each source, complete the table below based on the status definitions:Secured – has a formal executed agreement and/or source documentation stating the dollar amount, source, effective date, and identifies the eligible activities that can be funded. Committed – has an executed pending commitment letter and/or source documentation stating the anticipated dollar amount, tentative effective date (not greater than 90 days) and identifies the eligible activities that can be funded.Other – No formal commitment and/or executed secured agreement for proposed leverage dollars.

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| **Source** | **Activity Being Funded** | **Status** | **Amount** |
|  |  |  Secured Committed Other(Attach applicable explanation/documentation) |   |

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