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