



**2010 JACK KEMP  
WORKFORCE HOUSING MODELS OF EXCELLENCE AWARDS**



**APPLICATION FORM**

**FOR ENTRY: JUNE 4, 2010 (postmark date)**

**What is the ULI Terwilliger Center's definition of workforce housing?**

Workforce housing is targeted to moderate-income families earning between 60 and 120 percent of the area median income (AMI) in higher cost areas. Such housing is for people who earn too much to qualify for traditional housing assistance, but who do not earn enough to afford market-rate housing.

**ELIGIBILITY FOR SUBMISSION**

- The owner/developer is a private for-profit or not-for-profit business entity.
- Public capital subsidies (such as project-specific grants for construction, infrastructure)—other than land—do not exceed 25 percent of total development costs.  
(For the purpose of this award program, private capital raised through the sale of tax credits does not count towards the 25 percent cap. Please note however, that units qualifying for low-income housing tax credits are not considered workforce)
- The market area in which the development is located exhibits a major workforce housing shortage as reflected by high prevailing rents and housing prices.
- The development includes at least 25 percent of the total units affordable to families making between 60 and 120 percent of the HUD AMI\* for a household family of four.
- The development is located near major centers of employment and/or transportation hubs.
- The development is located in the United States.
- Membership in ULI is not a requirement
- The development must be completed if a multifamily building (either sales or rent). For all other projects, the development must be either on the market for at least one year or sold out whichever is less; and,
- Provide evidence of successful market acceptance
- The number of affordable workforce units provided by the development
- The extent to which the range of household incomes between 60 to 120 percent of AMI\* are served
- Quality of design and site planning.
- Involvement of a public/private partnership.
- The degree to which regulatory reform is used to reduce development costs.
- Ability to leverage public, private, and nonprofit funds, particularly financial investment by major local employers.
- Energy efficiency beyond code.
- Green construction and sustainable land development practices.
- Innovative building technologies and systems that reduce cost and/or improve quality.
- Extent to which project is worthy of emulation.

\* Because of its CWHIP program, the eligible income range in Florida is 60 to 140 percent AMI. In other very high costs areas or unique markets (e.g. resort communities), developments affordable to incomes above 120% AMI may also be considered.

**EVALUATION CRITERIA FOR JUDGING**

**I. SUBMISSION CERTIFICATIONS**

**A. PROJECT NAME**

\_\_\_\_\_

**B. APPLICANT**

Provide contact information for the individual submitting this application.

\_\_\_\_\_

**C. PROJECT WEB SITE**

Identify the project's Web site.

\_\_\_\_\_

**D. PRIMARY CONTACT** (if different from submitter)

Provide contact information for an individual to act as a liaison for all correspondence to/from ULI regarding this application.

\_\_\_\_\_

**E. AUTHORIZATION**

The authorization must be signed by the owner or developer. Provide contact information here and sign below.

\_\_\_\_\_

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The undersigned attests that:

1. ULI may use, reproduce, or make available for reproduction by others the information on this form and any supporting materials (including images) provided, except proprietary information specifically marked "confidential."
2. There is no pending or impending concerns with this project's financial condition, debt, equity, or public agency subsidy; or, if there are, that they will be disclosed during a site visit.
3. He/she has full power and authority to provide this information and to grant these rights and permissions.

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SIGNATURE

DATE

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**PROJECT NAME**

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**II. PROJECT INFORMATION**

**A. PROJECT ADDRESS**

Identify the project's street address, city, county, and state.

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**B. DEVELOPMENT TEAM**

Provide contact information for members of the development team, such as developer(s), owner(s), and key consultants (e.g., architect, planner, development manager). Identify their roles; for example, differentiate between master planner and site planner, architect of record and associate and design architects. Development team information may be continued on a separate page as an attachment.

Developer:	
Owner (if not same as developer):	
Agency Partner(s):	

**C. GENERAL PROJECT DESCRIPTION (Attachment)**

In no more than one (1) page, describe the project as you would to a local government, a prospective client, or a group of developers. This overview should include information about site and project size, the number of units, the range of sales prices and/or rents, progress in selling or renting the units neighborhood location, planning and approvals, and density (units/acre).

**D. LOCAL AREA MEDIAN INCOME**

Provide information on the HUD area median income **for a family of three and four**. Information on HUD area median incomes can be obtained at either <http://www.huduser.org/DATASETS/II.html> or at: <https://www.efanniemae.com/sf/refmaterials/hudmedinc/>

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**E. HOUSING INFORMATION**

Provide a detailed description of the unit mix including but not limited to:

<b>Total Number of Units:</b>	
Number of workforce units:	
Number of units other than workforce units:	
<b>Tenure (fee simple for sale, condo, coop, rental):</b>	
<b>Description of Units (size, number of bedrooms, etc.):</b>	
Workforce:	
Other than workforce:	
<b>Sales Prices and/or Rents for:</b>	
Workforce units:	
Other than workforce :	
Are all the units sold or rented?	

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**PROJECT NAME**

**F. LOCATION**

Briefly describe where the project is located: in, by, or proximate to major centers of employment and/or transportation hubs.

**G. PROJECT TIMELINE**

	<i>Month/Year</i>
Date site acquired	
Date construction started	
Date sales/rentals opened	
Date construction completed	

**H. DEVELOPMENT COSTS**

Provide basic *pro forma* information on the development, including site acquisition, site improvement, construction, and "soft costs." **Please note that any financial information not otherwise public will be considered proprietary to the submitter and held in strictest confidence by ULI.**

**I. AFFORDABILITY (Attachment)**

In no more than two (2) pages, describe how the project was able to achieve its workforce housing goals. This may include a broad range of techniques and tools including but not limited to public or private grants, donations of land, increases in density, waivers of fees, below-market construction financing, advantageous financing and other demand side subsidies, and special regulatory approvals. Also include pertinent information on techniques and/or requirements to ensure long-term affordability of the workforce units.

**J. ADDITIONAL PROJECT MERITS (Attachment)**

In no more than two (2) pages, discuss any of the applicable following factors:

- whether the project is part of a larger urban redevelopment or revitalization effort;
- the quality of the design and site planning including but not limited to compatibility and connectivity with the streetscape and neighborhood; creative application of density; meeting the social and cultural needs of the residents; and supporting pedestrian-friendly environments;
- the degree to which the development involved a close partnership between the developer, the local jurisdiction, and other public and private entities;
- the extent to which regulatory reforms (increased zoning densities, administrative reforms, code changes, etc.) were used to reduce development costs;
- the extent to which the developer was able to leverage public, private, and nonprofit funds, especially financial investment by major local employees;
- the extent to which the project is energy efficient beyond code or uses renewable energy resources;
- sustainable green construction and land development practices;
- the use of innovative building technologies and systems that reduce cost and/or improve quality; and
- the extent to which the developer believes major elements of the project can be replicated.

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**K. PROJECT IMAGES**

Please submit a CD-ROM disk containing no more than 10-15 image files in TIFF or JPEG formats

- The first image should be a locator map showing the project's location relative to its metropolitan area.
- The second image should be a project site plan.
- A brief one-line description for each image should be typed on a separate project images sheet.
- Please number each image. Keep in mind that the project images are instrumental in helping the jury understand your entry. In addition, they may be used to make a video to be presented at the awards ceremony. Thus, the higher the quality, the better

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**PROJECT NAME**

**III. APPLICATION FEE**

**PAYMENT**

Entry fee: \$250 ULI member/\$350 nonmember

**Check** (payable to "ULI—the Urban Land Institute")

**Credit Card:** Select one:

Cardholder Name	
Card Number	
Expiration Date	
Authorized Amount	\$

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**CARDHOLDER SIGNATURE**

All applications and supporting materials, including the appropriate entry fee, must be postmarked no later than May 21, 2010.

Send submissions to:

2009 ULI Terwilliger Workforce Housing Awards  
ULI—the Urban Land Institute  
1025 Thomas Jefferson Street, N.W.  
Suite 500 West  
Washington, D.C. 20007

Tel 202-624-7000  
Fax 202-624-7140

Questions concerning this application?  
Please call or E-mail:  
Pamela Patenaude  
Executive Director  
ULI Terwilliger Center for Workforce Housing  
[Terwilliger.Award@uli.org](mailto:Terwilliger.Award@uli.org)  
202-624-7000