



APPLICATION FORM
New Housing Construction Grant
Sherman County
PO Box 365
Moro, OR 97039

Upon review and approval of an application, Sherman County may contribute \$10,000 per new housing unit constructed as an incentive to developers to create additional housing units in Sherman County.

Applicant Name(s): _____

Mailing Address: _____

Phone: _____ Email: _____

Number of New Units Being Constructed: _____

Project Site Address(es): _____

Owner(s) of Finished Project: _____

Note: Eligible entities only include those that would pay property taxes on the finished project.

Project Description: _____

I (we) have reviewed the Sherman County Housing Development Grant Program description listed on pages 2 and 3, and understand that disbursement of grant funds is subject to the terms and conditions listed therein. I (we) certify that I am aware that by signing this application I am entering into an agreement with Sherman County.

Owner Name(s) Print

Owner Signatures(s)

Date

For more information contact Jacque Schei, jacque@mcedd.org, 541-296-2266 x 1006.

Sherman County New Housing Construction Grant Project Description

This program is sponsored by Sherman County or "Grantor." Sherman County invites applications from property owners with housing stock located in Sherman County; hereafter "Applicant" or "Grantee." Funding is not guaranteed and potential awards are limited to funds budgeted by Sherman County. The program may be amended to meet community needs.

Purpose: Sherman County will provide \$10,000 grants per newly constructed dwelling unit in Sherman County to support increased housing production in the County.

Eligibility: To be eligible, housing units can be stick-built or a new manufactured home if it is double-wide or larger and on a permanent foundation. A dwelling unit is defined as a building, or portion thereof, consisting of one or more rooms including a bathroom and kitchen facilities, which are arranged, designed, or used as living quarters for one family or one household. Single and multi-family dwelling units are both eligible. Second homes or units to be used as vacation rentals are not eligible.

After project completion, Grantees must:

1. Sell: Put the new housing unit up for sale within 30 days
2. Owner Occupy: Occupy the home within 30 days. *(Note: if you would like to rent the newly constructed home instead of selling, please refer to the New Rental Housing Development Grant program instead).*

Terms and Conditions: Grants shall be awarded based on the availability of funds and according to the following terms and conditions:

- Project must be within Sherman County.
- Applicants must contact program staff before starting construction.
- Applicants must complete application prior to completing construction.
- Grant maximum will be \$10,000 per dwelling unit. Applicants will be responsible for any costs over that amount.
- Grant funds shall be paid on a reimbursement basis after project completion. Documentation verifying that terms and conditions have been met must be provided to program staff before the County will issue funds. This includes, but is not limited to the following,
 - Floor plans for the unit(s)
 - Copy of permit approval from appropriate land use authority.
- Certificate of Occupancy (stick built) or Certificate of Satisfactory Completion (manufactured dwelling) from Building Codes. Applicants shall obtain all necessary required development permits including, but not limited to: planning, building, electrical, plumbing, and mechanical permits.
- Projects shall be completed within one year from the date that Sherman County Court issues the final decision on the grant application. Project extensions may be granted from time to time by the Grant Review Committee or program staff. If the completed project does not meet the conditions of the grant agreement, all grant funds paid by Sherman County shall be repaid in full. Failure to repay these funds within 90 days may result in a lien and foreclosure on the subject property.
- Should it become necessary to initiate legal proceedings to enforce the terms of this agreement, the County, in addition to any other award, shall be entitled to its reasonable attorney fees and costs.

Grant Review Committee and Process:

- a. Sherman County Court shall appoint one Board member and at least two additional representatives to a Grant Review Committee.
- b. The duties of the Grant Review Committee shall be to:
 - i. Review all applications for grants under this program and make a final recommendation to Court on grant issuance. This recommendation will be based on the Committee's determination of the best use of grant funds.

- ii. Determine if grant applications are Eligible Improvement Projects as listed in Section 2.
- c. The Grant Review Committee shall be assisted by Mid-Columbia Economic Development District (Program Staff) in administration of this program. Program staff shall:
 - i. Prepare and revise when necessary, the grant application that gathers the information needed to review proposals under this program.
 - ii. Answer general questions by applicants and inform grant applicants of the Terms and Conditions listed above.
 - iii. Resolve questions and issues that arise after grant issuance.