



# Submittal Checklist

☐ Application Terms and Signature

## Minimum Requirements

☐ Eligibility

☐ Project Area Meets Infill Definition

## Contact Information and Project Description

☐ Applicant Information

☐ Title and Service Area

☐ Project Description

☐ Connect SoCal Priority Growth Areas

## Evaluation Criteria (Describe how the project/loan product aligns with criteria)

☐ Lead to a Transformative Significant Beneficial Impact

☐ Accelerate Infill Development that facilitates housing supply, choice, and affordability

☐ Affirmatively Further Fair Housing (AFFH)

☐ Reduce Vehicle Miles Travelled

☐ Equitable Targeted Outreach

☐ Engagement with Disadvantaged and Historically Underserved Communities

☐ Inclusive, Diverse, and Equitable Engagement

☐ Leverage Partnerships, Policy Match, Building Local Capacity, Ability to Complete the Project, and Cost Effectiveness

☐ Existing or Prior Local Policy Commitment

☐ Partnerships or Financial Match

☐ Ability to Complete the Project and Cost Effectiveness

☐ Experience completing similar projects

☐ Plan for ensuring project(s) is completed on time and within budget



- ☐ Approach for ensuring cost effective use of funding
- ☐ Prioritize Disadvantaged Priority Populations
  - ☐ Disadvantaged and Historically Underserved Priority Populations
  - ☐ Addressing Historic/Current Inequities and Priority Population Benefits
- ☐ Contributes to Regional Transformative Change
  - ☐ Transformative Approaches to Scale Housing Supply
  - ☐ Regional Impact and Applicability

## **Budget, timeline, scope, and deliverables**

- ☐ Budget
- ☐ Timeline
- ☐ Scope
- ☐ Deliverables

## **Mapping**

- ☐ Three Project Area Maps
  - ☐ Map showing that the Project Area meets the definition of infill;
  - ☐ Map depicting the Disadvantaged Communities and Communities of Concern supported by the project;
  - ☐ Map of the Priority Growth Area(s) in the project area.

## **Letter of Support**

- ☐ Letter of Support (from a third-party organization that the project meets local housing needs)

## **Sub-Recipient Self-Certification Letter**

- ☐ Sub-Recipient Self-Certification Letter (Attachment 1A)
- ☐ Signed statements
- ☐ Required documents (for review by SCAG prior to issuing a lump sum payment)
  - ☐ Organizational Model and By-Laws
  - ☐ Disclosures (included in Self-Certification letter)
  - ☐ Enabling Documents Establishing the Lending Product



- ☐ Underwriting Criteria and Guidelines
- ☐ Administrative Fees and Costs Associated
- ☐ Recent Lending Product Example and Project Proforma (For a New Product: Include a Summary for Anticipated Projects to be Supported and Potential to Leverage other Funding Sources)
- ☐ Pipeline of Past Supported Projects (For a New Product: Include an Estimate for Number of Projects Annually Supported)
- ☐ NOFA or RFP for using REAP 2.0 funds in the lending product (if not ready at time of self-certification, this must be provided to SCAG prior to disbursement of funds)
- ☐ I have read and understand the following statement from the program guidelines: All funding awards must be encumbered, meaning the MOU between SCAG and the awarded applicant (sub-recipient) is executed, by June 5, 2026, unless extended in advance in writing by SCAG. All programs must be approved by SCAG and funded by July 31, 2026, unless extended in writing by SCAG. Failure to execute the MOU or provide all documentation for SCAG to confirm all requirements for funding are met by this date, unless extended, may result in cancelation of the award.