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## Attachment B - Major Rehabilitation, Conversion, or Renovation Form:

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Projects requiring major rehabilitation, conversion, or renovation must answer the following questions and submit required supplemental documents.

Costs associated with improvements to a building to serve as a homeless shelter. Site must serve homeless persons for at least 3 to 10 years, depending upon the cost. Note: Property acquisition and new construction are **ineligible** ESG activities.

Please provide the following information about the facility to be renovated/rehabilitated/ converted:

1. Property Address
  
2. Description of Building (i.e., type of building, size, number of stories, number of rooms, general condition)
  
3. Describe in detail the type of renovations / rehabilitation needed and the estimated cost for each work item. Include at least one contractor estimate and professional certification. (For example, install 5 new aluminum windows approximately 30"x60"-estimated cost \$1,250.00)

4. Construction schedule:

Estimated Start Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

5. Attach proof of site control (i.e. deed, long term lease)
6. Attach a current Occupancy Permit for all existing facilities
7. Building permit must be provided for all rehabilitation projects upon contract finalization.
8. Complete **professional's certification** (see Attachment C)