

# Indiana Housing and Community Development Authority

## 2018 HOME Supplemental Rental Application Webinar

March 2018

# Today's Webinar

Will focus on providing guidance for the IHCDA HOME application process. It will offer assistance in...

- Compiling and creating application documentation, including maps and site photos
- Clarification of threshold and scoring categories
- Provide tips for final assembly and submission of your HOME application

# Real Estate Production Staff

## **Matt Rayburn**

- Deputy Executive Director & Chief Real Estate Development Officer

## **Samantha Spergel**

- Director of Real Estate Production

## **Chris Nevels**

- HOME and CDGB Manager

## **Becky Richardson**

- Funds Management & Reporting Specialist

## **Dave Pugh**

- Lead Grant Manager

## **Katie Hall**

- Real Estate Coordinator

## Regional Analysts

### **Dani Miller**

- North Indiana

### **Evan Thie**

- Central Indiana

### **Ryan Hamlett**

- South Indiana

## DIRECTOR OF REAL ESTATE PRODUCTION

Samantha Spergel, 317.232.0599, SSpergel@ihcda.in.gov

## HOME AND CDBG MANAGER

Chris Nevels, 317.234.2158, CNevels@ihcda.in.gov

## LEAD GRANT MANAGER

Dave Pugh, 317.234.6289, DPugh@ihcda.in.gov

## FUNDS MANAGEMENT AND REPORTING SPECIALIST

Becky Richardson, 317.232.7754, BRichardson@ihcda.in.gov

## REAL ESTATE COORDINATOR

Katie Hall, 317.232.7871, KaHall@ihcda.in.gov

## NORTH REGION ANALYST

Dani Miller, 317.233.3895, DMiller@ihcda.in.gov

Adams	Cass	Fountain	Jasper	LaPorte	Porter	Tipton	White
Allen	Clinton	Fulton	Jay	Marshall	Pulaski	Tippecanoe	Whitley
Benton	De Kalb	Grant	Kosciusko	Miami	St. Joseph	Wabash	
Blackford	Delaware	Howard	LaGrange	Newton	Starke	Warren	
Carroll	Elkhart	Huntington	Lake	Noble	Steuben	Wells	

## CENTRAL REGION ANALYST

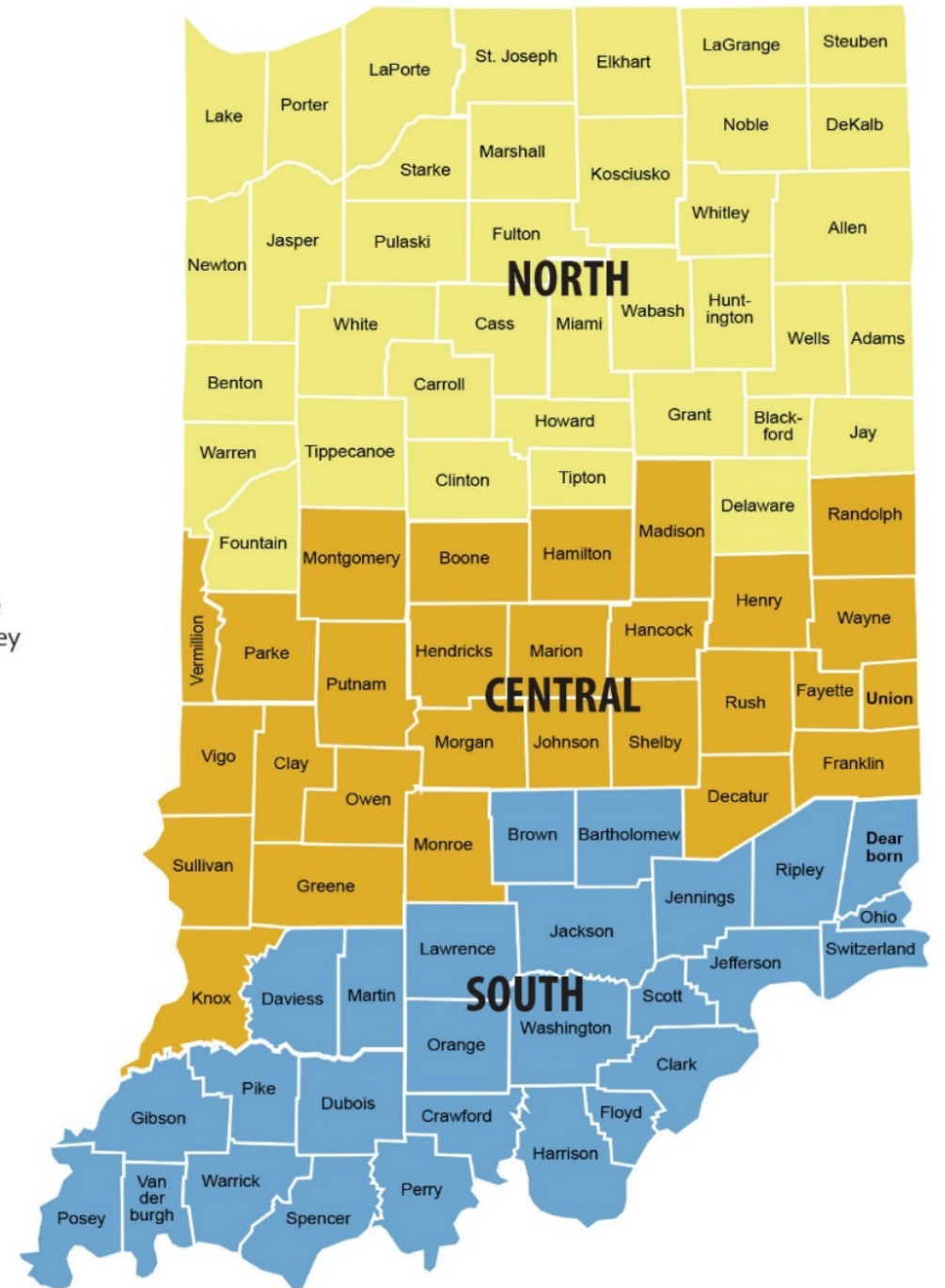
Evan Thie, 317.233.0543, EThie@ihcda.in.gov

Boone	Greene	Johnson	Montgomery	Randolph	Vermillion
Clay	Hamilton	Knox	Morgan	Rush	Vigo
Decatur	Hancock	Madison	Owen	Shelby	Wayne
Fayette	Hendricks	Marion	Parke	Sullivan	
Franklin	Henry	Monroe	Putnam	Union	

## SOUTH REGION ANALYST

Ryan Hamlett, 317.232.2052, RHamlett@ihcda.in.gov

Bartholomew	Dearborn	Jackson	Ohio	Ripley	Warrick
Brown	Dubois	Jefferson	Orange	Scott	Washington
Clark	Floyd	Jennings	Perry	Spencer	
Crawford	Gibson	Lawrence	Pike	Switzerland	
Daviess	Harrison	Martin	Posey	Vanderburgh	





# Getting Started

- It is IHCD's goal to try to simplify the complicated process of creating quality affordable housing for Hoosiers as much as we possibly can.
- There are a variety of reasons behind why we ask for certain requirements including:
  - Allowing us to assess the capacity of the applicant to complete the proposed project
  - Incentivizing projects that will give potential residents access to things like fresh produce, public transportation, doctors, and access to employment opportunities
  - Fulfilling requirements that have been mandated by the Department of Housing and Urban Development (e.g. Broadband, FEMA maps, etc.)
  - Ensure that we are aiding developments that fulfill a real need for housing

# The Policy and the Application

2018 HOME Supplemental  
Rental Application Webinar

# The Policy

- We try to make it as digestible as possible
- Consider printing out a copy and highlighting critical parts and make notes to help you along the way
- Or do the digital equivalent in Acrobat
- Also, consider making notes on how you might like to see us change or improve the policy as you work

The screenshot shows a PDF document viewer displaying a policy document. The document title is "Home Investment Partnerships Program Rental Application Policy Supplemental Round February 2018". The document is divided into a green header section and a white content section. The content section includes a "SUMMARY" section and a list of seven numbered requirements. A comment box is overlaid on the right side of the document, containing the text "Go back and re-read" and a "Post" button. The comment box also shows the name "rhamlett" and the date "3/7/2018 11:42 AM".

Home Investment Partnerships Program  
Rental Application Policy  
Supplemental Round  
February 2018

**SUMMARY**  
The purpose of this HOME Investment Partnerships Program (HOME) application is to provide subsidies in the form of grants and loans to selected applicants for the acquisition, rehabilitation and/or new construction of rental housing for low and moderate-income people. Through this program, the Indiana Housing and Community Development Authority (IHCDA) seeks to improve the quality of existing housing stock in Indiana.

This program is designed to allocate HOME funds to be used for the rehabilitation and/or new construction of rental housing among selected applicants that meet program requirements as well as IHCDA's goals for the program, as described below.

1. Demonstrate they are meeting the needs of their specific community;
2. Reach low and very low-income levels of area median income;
3. Proceed with the activity upon receipt of the award and begin construction within 12 months of receipt of the award;
4. Link the project to the revitalization of existing neighborhoods, preferably through a comprehensive approach (i.e. as part of a published and approved community revitalization plan);
5. Advance projects that promote aging-in-place strategies for seniors, persons with disabilities, and families with seniors or persons with disabilities;
6. **Propose projects that are energy-efficient and are of the highest quality attainable within a reasonable cost structure; and,**
7. Propose the use of state certified Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Federal Disadvantaged Business Enterprise (DBE) Participation, Veteran-Owned Small Business (VOSB), and/or Service Disabled Veteran Owned Small Business (SDVOSB) contractors, employees, and products when applicants are planning and undertaking their housing activities.

**Contents**

1. [Application Process](#)
2. [Eligible Applicants](#)
3. [Eligible Activities & HOME Program Requirements](#)
4. [CHDO](#)
5. [Subsidy Limitations & Eligible Activity Costs](#)
6. [Rental Housing Requirements](#)
7. [Completeness & Threshold Requirements](#)
8. [Scoring](#)
9. [Glossary](#)
10. [Development Fund](#)

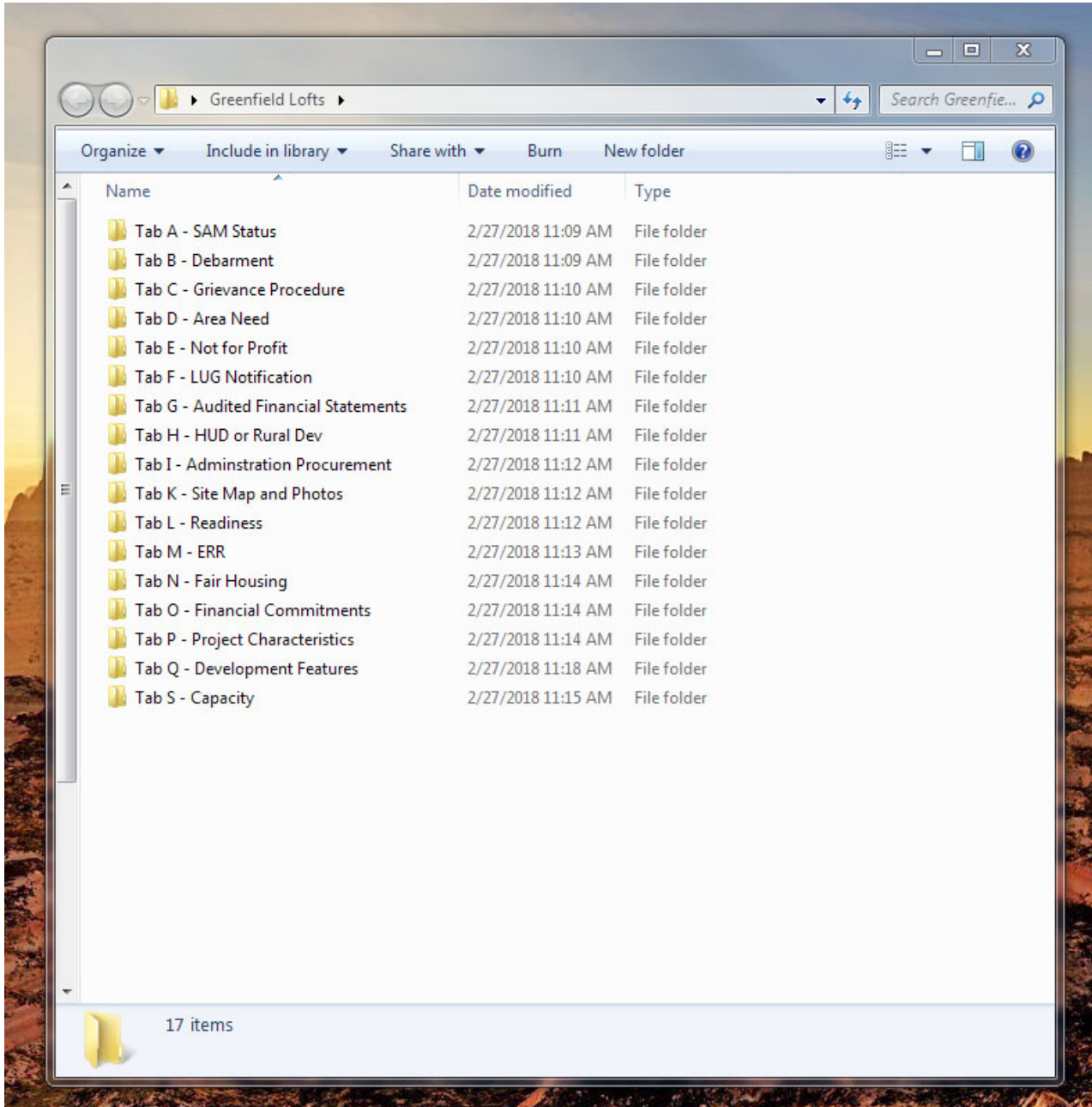
rhamlett Reply X

Go back and re-read

3/7/2018 11:42 AM Post

# Getting Organized Tabs/Folders

- Create these subfolders within your project folder
- They correspond to requirements in the policy and make it easier for both you and us to keep track of things
- Please do not create a single PDF with all documents for each tab
- When possible, please create searchable PDFs



# Threshold Requirements

- Applicants should consider starting by putting all required documentation in their folders and working out of them to make sure you'll be submitting all the documentation you need.
- As you fill in the application spreadsheet, certain sections will open.
- The Threshold Checklist will remind you of what you have and have not done.

## THRESHOLD CHECKLIST

TAB	Description	Included by Applicant	IHCDA Review	Applicant Notes	IHCDA Review Notes
A	SAM Status	YES			
B	Debarment Information	N/A			
C	Grievance Procedures	NO			
D	Market Need	NO			
	HOME-Assisted Households at or Below 60% AMI	NO			
E	Not-For-Profit Applicant Documentation: IRS Determination Letter	N/A			
E	Not-For-Profit Applicant Documentation: Proof of Good Standing	N/A			
F	LUG Notification	N/A			
G	Audited Financial Statements	NO			
H	Owner Authorization	N/A			
H	HUD or Rural Development Funding	N/A			
I	Administrator Documentation: Procurement	NO			
K	Site Map and Photos	NO			



# Frequent Threshold Issues

2018 HOME Supplemental  
Rental Application Webinar

# Sam Status Tab A

- Follow the link in the policy
- We need to see that your organization's status is "active" and does not expire before the anticipated board date when we announce the awards.

The screenshot shows the SAM website homepage. At the top right, there is a link for "View assistance for SAM.gov". Below this is the SAM logo and a login section with fields for "Username" and "Password", a "Log In" button, and links for "Forgot Username?", "Forgot Password?", and "Create an Account". A navigation menu includes "HOME", "SEARCH RECORDS", "DATA ACCESS", "CHECK STATUS", "ABOUT", and "HELP". The main content area features a welcome message and a list of services: "Register to do business with the U.S. government", "Update or renew your entity registration", "Check status of an entity registration", and "Search for entity registration and exclusion records". A "Getting Started" section contains three cards: "Create A User Account" (with a person icon), "Register Entity" (with a folder icon), and "Search Records" (with a magnifying glass icon). The footer includes the GSA logo, IBM version information, and a list of links: "Search Records", "Data Access", "Check Status", "About", "Help", "Disclaimers", "Accessibility", "Privacy Policy", "FAPIS.gov", "GSA.gov/IAE", "GSA.gov", and "USA.gov". A disclaimer at the bottom states: "This is a U.S. General Services Administration Federal Government computer system that is 'FOR OFFICIAL USE ONLY.' This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution."

# Sam Status Tab A

- Click on “Search Records” from the menu under the logo.

View assistance for SAM.gov

**SAM**  
SYSTEM FOR AWARD MANAGEMENT

Username  Password  **Log In**  
Forgot Username? Forgot Password? Create an Account


HOME **SEARCH RECORDS** DATA ACCESS CHECK STATUS ABOUT HELP

The System for Award Management (SAM) is an official website of the U.S. government. There is no cost to use SAM. You can use this site for FREE to:

- Register to do business with the U.S. government
- Update or renew your entity registration
- Check status of an entity registration
- Search for entity registration and exclusion records


### Getting Started

Create A User Account




Start by creating a SAM user account.

Register Entity



After creating your SAM user account, log in to register to do business with the U.S. government.

**Search Records**



Do a public search for existing entity registration records or exclusion records.

Federal users can log in to see additional information.

**GSA**

IBM v1.P.8.20180125-1243  
WWW1

Search Records Disclaimers FAPIIS.gov  
Data Access Accessibility GSA.gov/IAE  
Check Status Privacy Policy GSA.gov  
About USA.gov  
Help

This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

# Sam Status Tab A

- Click on “Search Records” from the menu under the logo.
- Type the name of your organization and click “Search”

**SAM**  
SYSTEM FOR AWARD MANAGEMENT

Username  Password  [Log In](#)  
[Forgot Username?](#) [Forgot Password?](#) [Create an Account](#)

[HOME](#) [SEARCH RECORDS](#) [DATA ACCESS](#) [CHECK STATUS](#) [ABOUT](#) [HELP](#)

### Search Records

**Search Tips to Get Started:**

- Looking for entity registration records or entity exclusion records in SAM? Use **Quick Search** if you know an entity's Business Name, DUNS Number or CAGE Code. Use **Advanced Search** to structure your search using multiple categories and criteria.
- Are you a Federal government employee? Create a SAM user account with your government e-mail address and log into SAM before searching to see FOUO information and registrants who chose to opt out of the public search.
- Conducting small business-focused research? In addition to what is contained in SAM, small businesses can provide the Small Business Administration (SBA) supplemental information about themselves. Use the SBA's [Dynamic Small Business Search](#) to conduct further market research.
- Trying to find a contractor participating in the Disaster Response Registry? Use the **Disaster Response Registry Search** to locate contractors willing to provide debris removal, distribution of supplies, reconstruction, and other disaster or emergency relief services in the event of a national disaster.

**Choose Quick Search or Advanced Search**

**QUICK SEARCH:**

(Example of search term includes the entity's name, etc.)

DUNS Number Search:

CAGE Code Search:

[SEARCH](#) [Need Help?](#)

**ADVANCED SEARCH:**  
Use specific criteria in multiple categories to structure your search.

[ADVANCED SEARCH - ENTITY](#)

[ADVANCED SEARCH - EXCLUSION](#)

[DISASTER RESPONSE REGISTRY SEARCH](#)

**GSA**

IBM v1.P.8.20180125-1243  
WWW1

[Search Records](#) [Disclaimers](#) [FAPIS.gov](#)  
[Data Access](#) [Accessibility](#) [GSA.gov/IAE](#)  
[Check Status](#) [Privacy Policy](#) [GSA.gov](#)  
[About](#) [USA.gov](#)  
[Help](#)

This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found

# Sam Status Tab A

- Click on “Search Records” from the menu under the logo.
- Type the name of your organization and click “Search”
- Click on “Save PDF”

HOME SEARCH RECORDS DATA ACCESS CHECK STATUS ABOUT HELP

### Search Results

- Your search results represent the broadest set of records that match your search criteria. You may get entity registration records that are still in progress or have been submitted, but not yet activated. Check the status of each record.
- Of note, some entities choose to opt out of public display. Even if they are registered in SAM, you will not see their entity registration records in a public search. You can only see them if you log in as Federal Government user.
- You can refine your search results. If you used the Quick Search, select the search filters on this page. If you used one of the Advanced Search options, select the Edit Search button.
- If you want to perform a new search, use the Clear button to remove your current search results. If you are logged in with your SAM User Account, you can save your search criteria to run again later using the Save Search button.
- **NOTE:** Please read this important message when searching for exclusion records.

Current Search Terms: **over-the-rhine community\* housing\***

Clear Search

TOTAL RECORDS: 1  
Result page 1 of 1

Save PDF Export Results Print

Sort by Modified Date Order by Descending

**FILTER RESULTS**

Your search for ""over-the-rhine"community\* housing\*" returned the following results...

**By Record Status**

Active  
 Inactive

**By Record Type**

Entity Registration  
 Exclusion

Apply Filters

**Entity OVER THE RHINE COMMUNITY HOUSING** Status: Active

DUNS: 784143810 CAGE Code: 54Q78 View Details  
Has Active Exclusion?: No DoDAAC:  
Expiration Date: 06/07/2018 Debt Subject to Offset? No  
Purpose of Registration: Federal Assistance  
Awards Only

Result page 1 of 1

Save PDF Export Results Print

**GSA**

IBM v1.P.8.20180125-1243  
WWW1

Search Records Disclaimers FAPIIS.gov  
Data Access Accessibility GSA.gov/IAE  
Check Status Privacy Policy GSA.gov  
About USA.gov  
Help



# Sam Status

## Tab A

- Click on “Search Records” from the menu under the logo.
- Type the name of your organization and click “Search”
- Click on “Save PDF”
- This PDF is the information we need, which also will tell us if you are debarred.

SAM Search Results			
List of records matching your search for :			
Search Term : "over-the-rhine"community* housing*			
Record Status: Active			
ENTITY	OVER THE RHINE COMMUNITY HOUSING	Status:Active	
DUNS: 784143810	+4:	CAGE Code: 54Q78	DoDAAC:
Expiration Date: Jun 7, 2018	Has Active Exclusion?: No	Debt Subject to Offset?: No	
Address: 114 W 14TH ST		State/Province: OHIO	
City: CINCINNATI		Country: UNITED STATES	
ZIP Code: 45202-7506			

# Area Need Tab D

- We do not require applicants to commission a market study, but HUD does require us to “assess the current market demand in the neighborhood in which the project will be located.”

HOME Supplemental Rental Application 02.23.18 - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW ACROBAT Hamlett, Ryan

B12

---

### C - MARKET NEED

Please provide a compelling narrative about your proposed development by explaining how each category listed below will be achieved. Attach any relevant support Material such as planning documents and maps in **TAB D:**

**Market Need.** Has this been completed?

**1. Market Area**

The housing market area is the geographic area in which a potential homebuyer or renter might look to choose a potential home. Depending on how urban or rural the surroundings, it might be as small as a neighborhood or as large as a county. Describe the market area boundaries and attach a map with a scale. Describe how you determined this was the appropriate market area for your development.

**2. Socioeconomic Profile and Trends**

Is the population and number of households growing, contracting, or stable? What is the distribution and trend by age? By income? Estimate the number of eligible tenants in terms of household size, age, and income.

**3. Housing Stock**

What other housing is available in the market area? Please provide a list of all other rent restricted properties in the market area and indicate whether they are age restricted. In addition, please provide estimates of the following:

- Number of Housing Units
- Type (single family, multifamily)
- Percent Vacant

# Area Need Tab D

- We do not require applicants to commission a market study, but HUD does require us to “*assess the current market demand in the neighborhood in which the project will be located.*”
- Please fill out the Market Need section of the application as clearly and concisely as possible, describing the need for your proposed project.
  - Include supporting evidence in Tab D: i.e. housing wait lists, local comprehensive plans that identify a need for affordable housing, etc.

HOME Supplemental Rental Application 02.23.18 - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW ACROBAT Hamlett, Ryan

B12

---

### C - MARKET NEED

Please provide a compelling narrative about your proposed development by explaining how each category listed below will be achieved. Attach any relevant support Material such as planning documents and maps in **TAB D: Market Need.** Has this been completed?

**1. Market Area**

The housing market area is the geographic area in which a potential homebuyer or renter might look to choose a potential home. Depending on how urban or rural the surroundings, it might be as small as a neighborhood or as large as a county. Describe the market area boundaries and attach a map with a scale. Describe how you determined this was the appropriate market area for your development.

**2. Socioeconomic Profile and Trends**

Is the population and number of households growing, contracting, or stable? What is the distribution and trend by age? By income? Estimate the number of eligible tenants in terms of household size, age, and income.

**3. Housing Stock**

What other housing is available in the market area? Please provide a list of all other rent restricted properties in the market area and indicate whether they are age restricted. In addition, please provide estimates of the following:

- Number of Housing Units
- Type (single family, multifamily)
- Percent Vacant



# Site Map and Photos Tab K

- While you have spent hours upon hours picturing where your project will be and how it will look, this is RED's first opportunity to understand your vision.









# Site Map and Photos

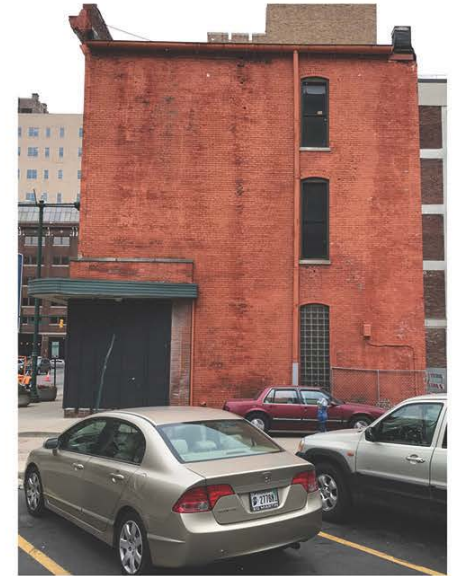
## Tab K

### Cardinal Directions

- Please take photos of your project site and label them.
- This helps us understand not only the site itself but what is around it.
- For scattered sites, take and label photos for each site.
- Try taking photos on an overcast day or around midday, when the sun is high. Otherwise, try to keep the sun behind you.
- Try to avoid using Google Streetview images as they are often several years old.



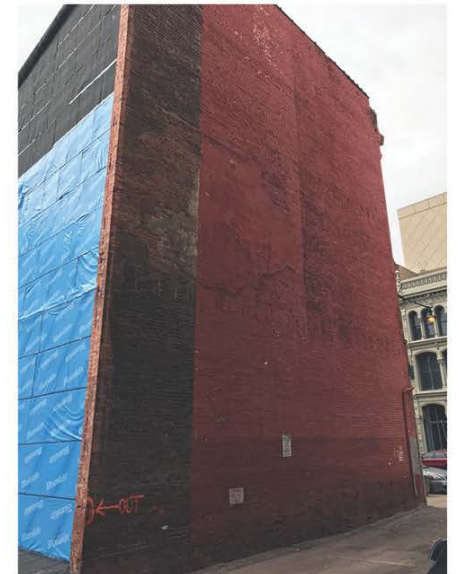
119 S. Meridian - East



119 S. Meridian - North



119 S. Meridian - West



119 S. Meridian - South-Southwest

# Title Search Tab L

***From the policy: “Submit evidence of clear title with a title insurance commitment, title search documentation, or an attorney’s opinion letter.”***

- One of the things we are trying to determine by asking for evidence of clear title is to make sure there aren’t any liens or prior judgments attached to your project’s property.
- In the event of tax liens on your title search, please tell us if those have already been addressed or how they will be resolved were you to be funded.



First American Title

UNDERWRITING COMMUNICATION

Issued by

*First American Title Insurance Company*

TN-2014-007—Standard

Title: Insuring Tax Sale Properties

Written By: [REDACTED] Tennessee State Counsel

Date Issued: May 15, 2015

Purpose: To establish criteria for underwriting and insuring tax sale properties in Tennessee.

**Background:** For several years we have insured, under certain circumstances, tax sale properties on the basis of certificates from third party vendors. This has been a departure from our traditional method of evaluating and investigating tax sale titles on a case by case basis depending upon the length of time since the tax sale. We now wish to return to our more traditional methods of evaluating and insuring tax sale titles.

**Standard:** We will no longer insure tax sale titles solely on the basis of certificates from third party vendors. Properties where a certificate has already been requested or issued will be honored as per current standards. However, as of today, our procedures for insuring tax sale titles will be as follows:

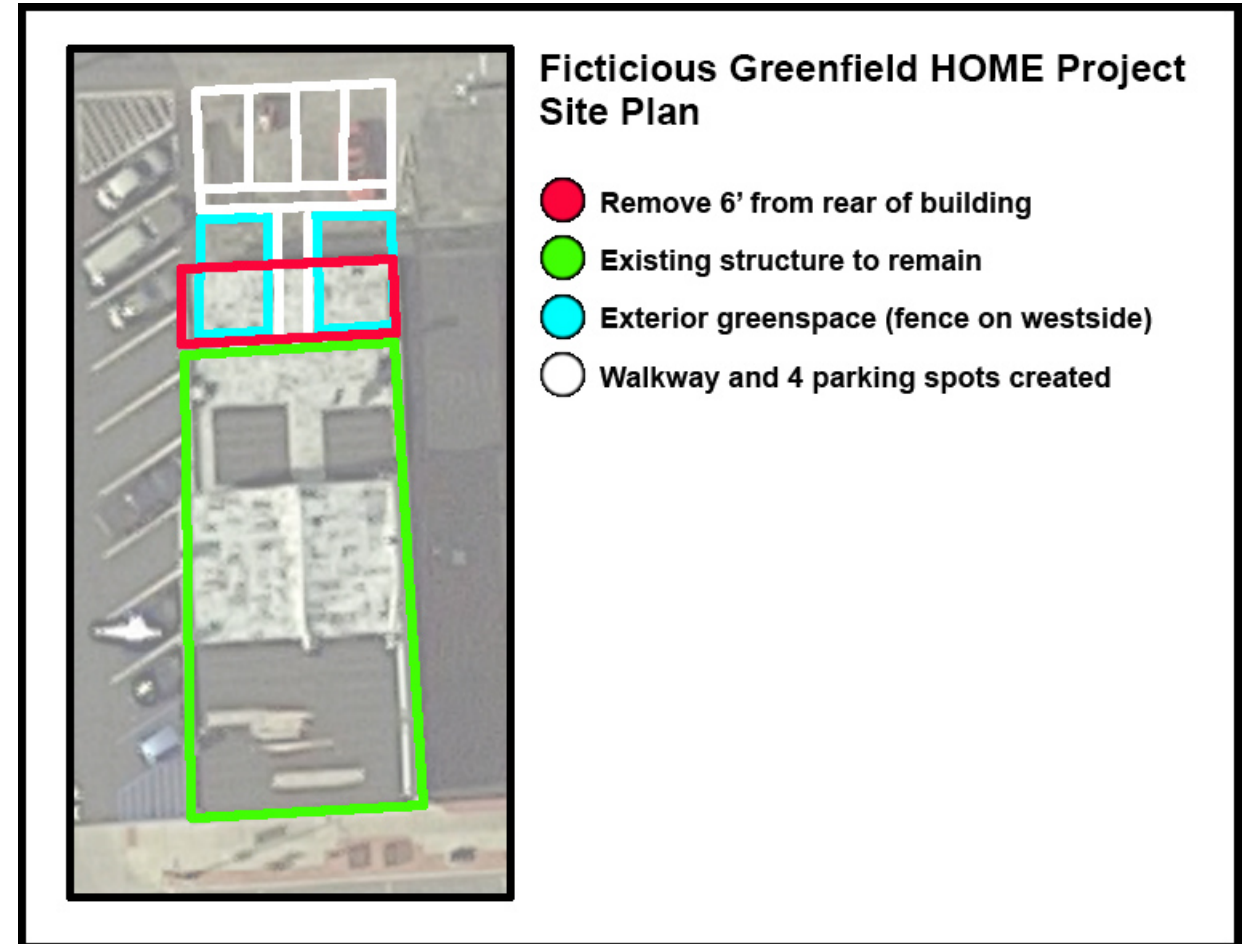
- 1) Properties for which the tax sale is more than **fifteen** years old may be insured with no exception as to the tax sale. However, unreleased liens of any kind where the applicable statutes of limitations have not expired must be listed as exceptions. We do not insure or assume that a tax sale has eliminated a lien or encumbrance.
- 2) Properties where the tax sale is at **least six years old**—meaning that the **right of redemption** has expired for at least five years—may be insured **with underwriter approval** upon the following conditions:
  - A) unreleased liens of any kind for which the applicable statutes of limitations have not expired must be listed as exceptions. As set forth in # 1 above, we do not insure or assume that a tax sale has eliminated a lien; and,
  - B) there is no challenge to the tax sale pending or threatened; and,
  - C) you have an exception in the policy for matters pertaining to the tax sale, with affirmative coverage provided by the marketability endorsement (contact your underwriters for specifics); and,
  - D) payment of an extra hazard premium of one percent of the policy amount or \$1,000, **whichever is greater**. This is in addition to the normal title insurance premium, and the extra hazard premium is completely payable to the underwriter. The extra hazard premium may be reduced upon receipt of a deed from the delinquent taxpayer/owner assuming no other title issues.
- 3) Properties for which the tax sale is **less than six years** old may only be insured after consummation of a quiet title action satisfactory to underwriting, unless the title into the delinquent taxpayer is clean and a deed is received from the taxpayer. There would still need to be an exception for any unreleased liens or encumbrances unless underwriting is satisfied that there was proper service of process upon the creditors in the quiet title action.

Please contact any of your underwriters with any questions regarding this procedure or any other underwriting matters.. We appreciate your business!

# Site Plans and Unit Plans

## Tab L

- **Site plans allow us to understand how your proposed project will incorporate or replace preexisting structures and how it will interact with adjacent properties.**



# Site Plans and Unit Plans

## Tab L

- Site plans allow us to understand how your proposed project will incorporate or replace preexisting structures and how it will interact with adjacent properties.
- **Unit Plans as a threshold requirement is new for this year's HOME round, but we need information on unit sizes for our per unit subsidy analysis.**







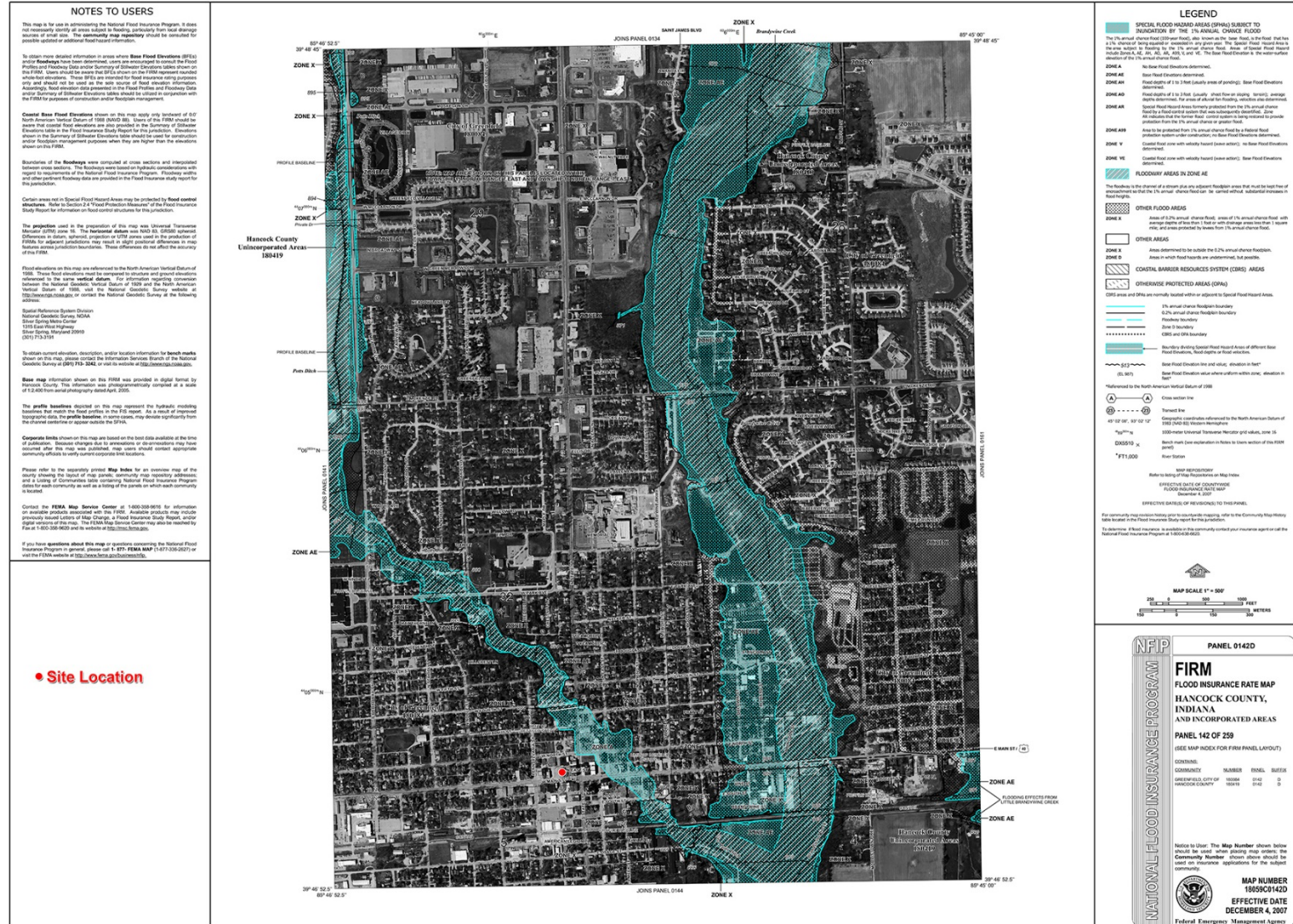


# FEMA Firm Panels


## Tab L

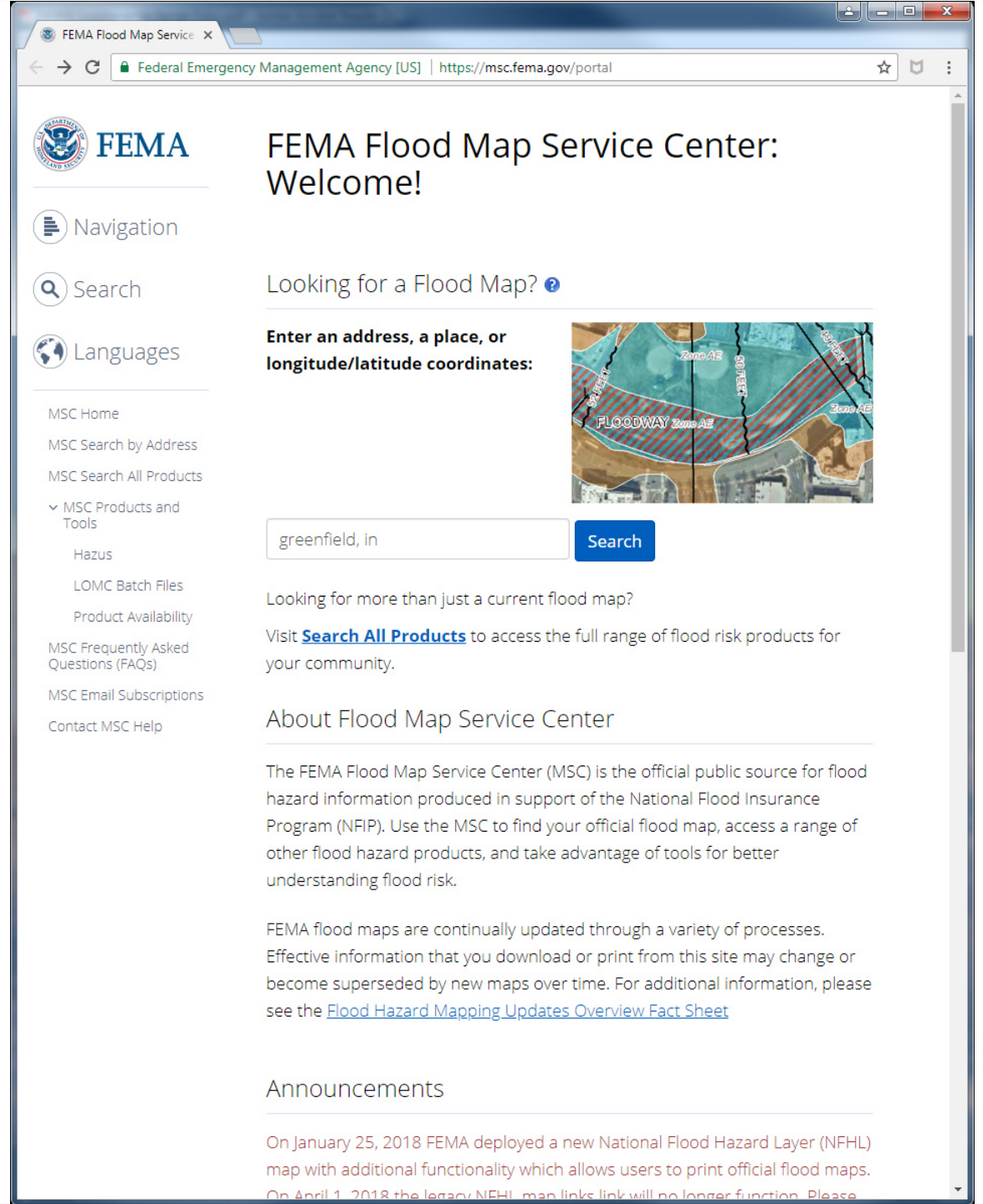
Applicants must include FEMA FIRM panels with their project site marked

- Some localities do not have FIRM panels. In this case, please provide evidence that no FIRM panels exist. Then, and only in this case, please submit a Indiana DNR flood map.



# FEMA Firm Panels Tab L

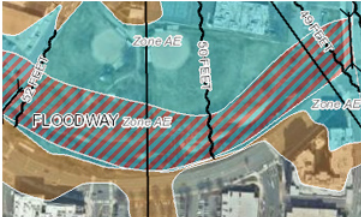
- Following the link in the policy, or [here](#), will take you to this page 
- Type in your project site(s)' address into the search box



FEMA Flood Map Service Center: Welcome!

Looking for a Flood Map? [?](#)

Enter an address, a place, or longitude/latitude coordinates:



Looking for more than just a current flood map?  
Visit [Search All Products](#) to access the full range of flood risk products for your community.

### About Flood Map Service Center

The FEMA Flood Map Service Center (MSC) is the official public source for flood hazard information produced in support of the National Flood Insurance Program (NFIP). Use the MSC to find your official flood map, access a range of other flood hazard products, and take advantage of tools for better understanding flood risk.

FEMA flood maps are continually updated through a variety of processes. Effective information that you download or print from this site may change or become superseded by new maps over time. For additional information, please see the [Flood Hazard Mapping Updates Overview Fact Sheet](#)


### Announcements

On January 25, 2018 FEMA deployed a new National Flood Hazard Layer (NFHL) map with additional functionality which allows users to print official flood maps. On April 1, 2018 the legacy NFHL map links link will no longer function. Please



# FEMA Firm Panels

## Tab L

- Following the link in the policy, or here, will take you to this page.
- Type in your project site(s)' address into the search box to get a page that looks like this. 

The flood map for the selected area is number **18059C0142D**, effective on **12/04/2007** ?

DYNAMIC MAP



PRINT MAP/  
FIRMette

MAP IMAGE

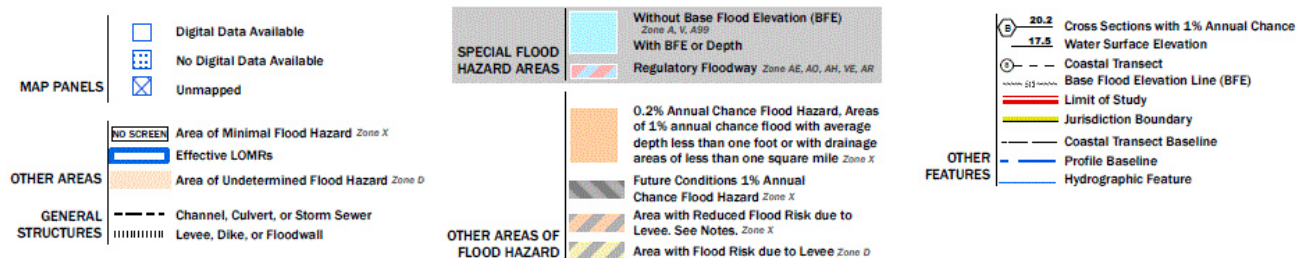
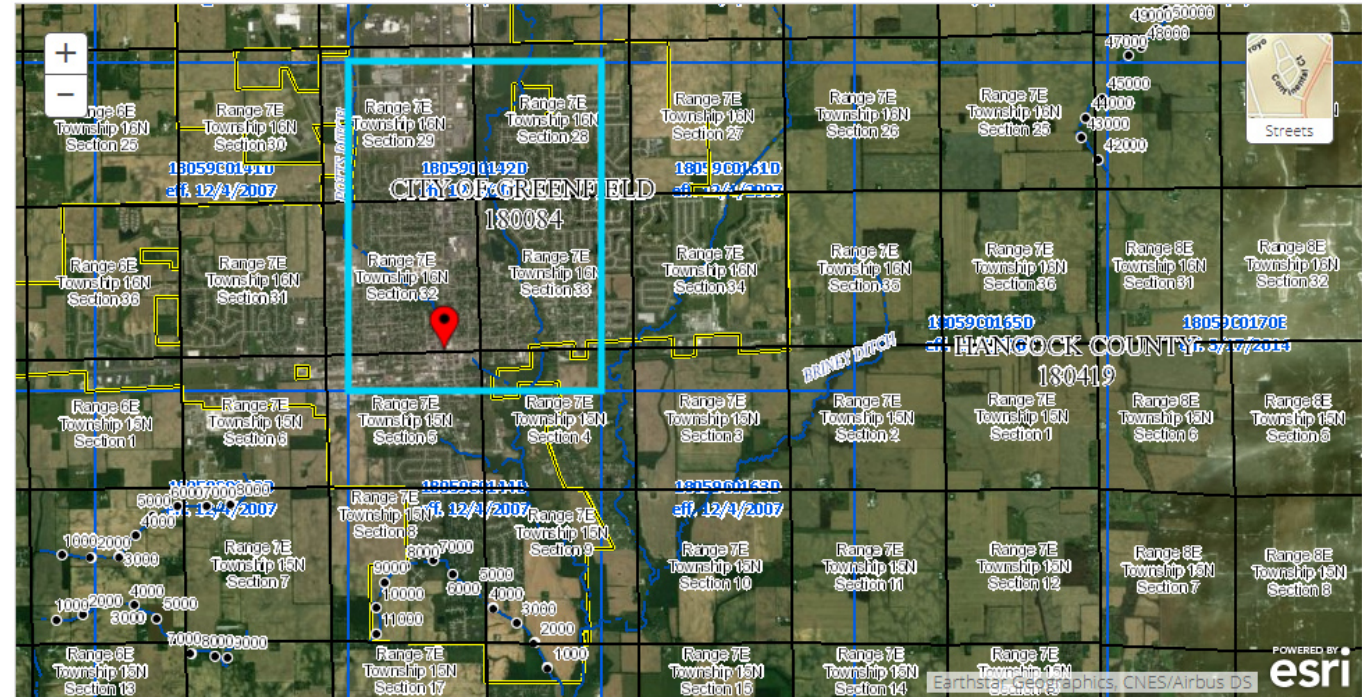


DOWNLOAD  
FIRM PANEL

Changes to this FIRM ?

- Revisions (0)
- Amendments (23)
- Revalidations (0)

You can choose a new flood map or move the location pin by selecting a different location on the locator map below or by entering a new location in the search field above. NOTE: Please be sure to enable popups for this site.










# FEMA Firm Panels

## Tab L

- Following the link in the policy, or here, will take you to this page.
- Type in your project site(s)' address into the search box to get a page that looks like this.
- Clicking on the “Map Image” icon will download the FIRM panel.
- Clicking on the “Dynamic Map” icon will download a FIRMETTE. 

### National Flood Hazard Layer FIRMette



### Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

<b>SPECIAL FLOOD HAZARD AREAS</b>	<ul style="list-style-type: none"> <li>Without Base Flood Elevation (BFE) Zone A, V, A99</li> <li>With BFE or Depth</li> <li>Regulatory Floodway Zone AE, AO, AH, VE, AR</li> </ul>
<b>OTHER AREAS OF FLOOD HAZARD</b>	<ul style="list-style-type: none"> <li>0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X</li> <li>Future Conditions 1% Annual Chance Flood Hazard Zone X</li> <li>Area with Reduced Flood Risk due to Levee. See Notes. Zone X</li> <li>Area with Flood Risk due to Levee Zone D</li> </ul>
<b>OTHER AREAS</b>	<ul style="list-style-type: none"> <li>NO SCREEN Area of Minimal Flood Hazard Zone X</li> <li>Effective LOMRs</li> <li>Area of Undetermined Flood Hazard Zone D</li> </ul>
<b>GENERAL STRUCTURES</b>	<ul style="list-style-type: none"> <li>Channel, Culvert, or Storm Sewer</li> <li>Levee, Dike, or Floodwall</li> </ul>
<b>OTHER FEATURES</b>	<ul style="list-style-type: none"> <li>Cross Sections with 1% Annual Chance Water Surface Elevation</li> <li>Coastal Transect</li> <li>Base Flood Elevation Line (BFE)</li> <li>Limit of Study</li> <li>Jurisdiction Boundary</li> <li>Coastal Transect Baseline</li> <li>Profile Baseline</li> <li>Hydrographic Feature</li> </ul>
<b>MAP PANELS</b>	<ul style="list-style-type: none"> <li>Digital Data Available</li> <li>No Digital Data Available</li> <li>Unmapped</li> </ul>

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The base map shown complies with FEMA's base map accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/5/2018 at 2:51:22 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: base map imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

# Affirmative Fair Marketing Plan - Tab N

## HUD Form 935.2A

- This is a HUD requirement that must be followed by any applicant with a project (both rental and homebuyer) of five (5) or more HOME assisted housing units.
- You can find the form [here](#).

Note to all applicants/respondents: This form was developed with Nuance, the official HUD software for the creation of HUD forms. HUD has made available instructions for downloading a free installation of a Nuance reader that allows the user to fill-in and save this form in Nuance. Please see <http://portal.hud.gov/hudportal/documents/huddoc?id=nuancereaderinstall.pdf> for the instructions. Using Nuance software is the only means of completing this form.

### Affirmative Fair Housing Marketing Plan (AFHMP) - Multifamily Housing

U.S. Department of Housing and Urban Development  
Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0013  
(exp.12/31/2016)

<b>1a. Project Name &amp; Address (including City, County, State &amp; Zip Code)</b> Fake Greenfield HOME Project 20 W. Main Street Greenfield, Hancock County, IN 46140		<b>1b. Project Contract Number</b> XX-XXXX021	<b>1c. No. of Units</b> 3
		<b>1d. Census Tract</b> 410400	
		<b>1e. Housing/Expanded Housing Market Area</b> Housing Market Area: Greenfield, IN Expanded Housing Market Area: Hancock Co.	
<b>1f. Managing Agent Name, Address (including City, County, State &amp; Zip Code), Telephone Number &amp; Email Address</b> Walter P. Homeguy 1234 Main St. Greenfield, Hancock, IN 46140			
<b>1g. Application/Owner/Developer Name, Address (including City, County, State &amp; Zip Code), Telephone Number &amp; Email Address</b> Nancy Q. Applicationberg 4321 Main St. Greenfield, Hancock, IN 46140			
<b>1h. Entity Responsible for Marketing (check all that apply)</b> <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Other (specify) _____ Position, Name (if known), Address (including City, County, State & Zip Code), Telephone Number & Email Address			



# Affirmative Fair Marketing Plan - Tab N

## HUD Form 935.2A

- We do look at these pretty thoroughly, so please take care to partner with organizations within your community who can access potential residents in need.

Note to all applicants/respondents: This form was developed with Nuance, the official HUD software for the creation of HUD forms. HUD has made available instructions for downloading a free installation of a Nuance reader that allows the user to fill-in and save this form in Nuance. Please see <http://portal.hud.gov/hudportal/documents/huddoc?id=nuancereaderinstall.pdf> for the instructions. Using Nuance software is the only means of completing this form.

### Affirmative Fair Housing Marketing Plan (AFHMP) - Multifamily Housing

U.S. Department of Housing and Urban Development  
Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0013  
(exp.12/31/2016)

<b>1a. Project Name &amp; Address (including City, County, State &amp; Zip Code)</b> Fake Greenfield HOME Project 20 W. Main Street Greenfield, Hancock County, IN 46140		<b>1b. Project Contract Number</b> XX-XXXX021	<b>1c. No. of Units</b> 3
		<b>1d. Census Tract</b> 410400	
		<b>1e. Housing/Expanded Housing Market Area</b> Housing Market Area: Greenfield, IN Expanded Housing Market Area: Hancock Co.	
<b>1f. Managing Agent Name, Address (including City, County, State &amp; Zip Code), Telephone Number &amp; Email Address</b> Walter P. Homeguy 1234 Main St. Greenfield, Hancock, IN 46140			
<b>1g. Application/Owner/Developer Name, Address (including City, County, State &amp; Zip Code), Telephone Number &amp; Email Address</b> Nancy Q. Applicationberg 4321 Main St. Greenfield, Hancock, IN 46140			
<b>1h. Entity Responsible for Marketing (check all that apply)</b> <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Other (specify) _____ Position, Name (if known), Address (including City, County, State & Zip Code), Telephone Number & Email Address			

# Frequent Scoring Issues

2018 HOME Supplemental  
Rental Application Webinar



# Opportunity Index

## Public Transit - Tab P

- If your community has fixed route public transit, please include a system map.
- Also, please create a map that shows bus stops within a half mile radius of project sites or include those bus stops in your Proximity to Positive Land Uses map (covered in slide 35).



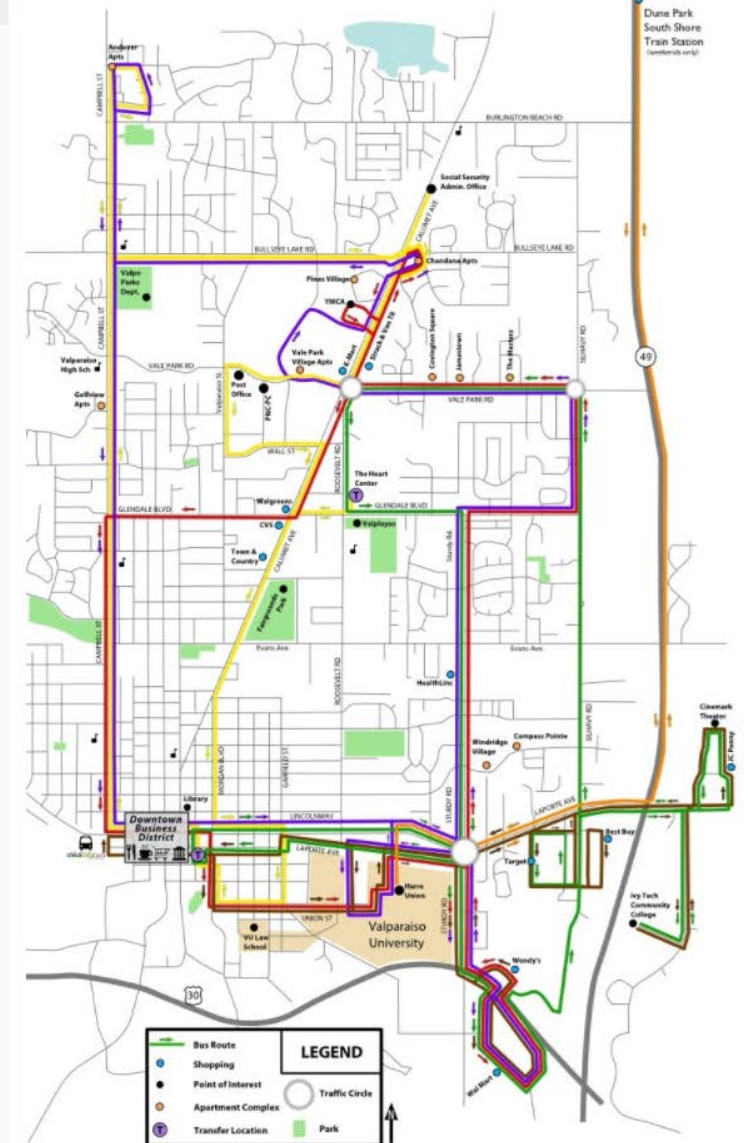
Facebook



Twitter



Back To Top



Green

- Monday through Saturday: 6:16 am to 8:15 pm CT
- [Green Route Map](#)

# Opportunity Index

## Public Transit - Tab P

- For communities with point-to-point transit, please include as much information as possible about the available transportation services as possible, such as the Hancock Area Rural Transit transportation brochure for our fictitious Greenfield project.

The screenshot shows a web browser window displaying the Hancock County Senior Services website. The browser's address bar shows the URL [hcssi.org/services/](http://hcssi.org/services/). The page header includes the title "Hancock County Senior Services" and the tagline "Help for seniors, transportation for all". A search bar is located in the top right corner. Below the header is a large photograph of a person walking on a path in a park-like setting, with a credit line "Photo By: Marlin Anthony". A navigation menu is positioned below the photo, containing links for Home, Services, Donations, Hot Topics, Volunteering, About Us, and Contact Us. A link for "Title VI Policy & Complaint Procedure" is also visible. The main content area is titled "Services" and contains three sections: "Transportation", "Homemaker", and "Outreach & Insurance Information". The "Transportation" section describes services provided by Hancock County Senior Services (HCSS) and Hancock Area Rural Transit (HART). A red arrow points to a "Transportation Brochure" link located to the right of the "Transportation" text. Below the "Transportation" section are logos for CICOA (Aging & In-Home Solutions), United Way (United Way agency), and a logo with the number 77.

# Opportunity Index

## Public Transit - Tab P

- For other communities, please include as much information as possible about point-to-point transportation services, such as the Hancock Area Rural Transit transportation brochure for our fictitious Greenfield project.
- We're looking for information on availability, cost, range, accessibility, etc.

### FEE SCHEDULES

Have correct change. Drivers do not carry change. Please pay the driver for each trip each time you enter the vehicle.

Vouchers can be purchased by calling 317-462-1103

#### **60 YEARS OF AGE AND OLDER**

**Essential Destinations: Donation**  
(medical, bank, post office, legal & social services appointments, and one grocery trip a week)

**Other destinations: \$3.00 Per stop per person**  
(beauty/barber shop, restaurants, shopping, visitation, volunteering, employment, etc.)

**Traditional Medicaid: HCSS bills Medicaid**  
Member pays co-payment

**Out-of-county: \$15.00 each way**

#### **PUBLIC TRANSIT (Under age 60 or in facility)**

**\$3.00 per stop per person anywhere in Hancock County**

**Traditional Medicaid: HCSS bills Medicaid**  
Member pays co-payment

**Out-of-county: \$15.00 each way**

**Children 0-15\*: No charge**

\*Must be accompanied by a parent/guardian

FEES MAY CHANGE WITHOUT NOTICE.  
CALL OFFICE FOR CURRENT RATES.

### PICK-UP INFORMATION

Be ready 15 minutes before your scheduled pick-up. The driver cannot wait more than 5 minutes past your scheduled pick-up time. Walkways and ramps should be in good repair and free of ice and snow. This is a shared transportation service, so other passengers may board the vehicle with you. Every attempt is made to serve your individual needs while we make wise use of our community's transportation resources.

### FAIR SHARE DONATIONS

Donations and fees help support this transit program. The average trip costs over \$19.00 each way. When you make a donation over the required fee, it becomes an important part of sustaining transportation. Please ask yourself "What does having this service mean to my family and me?"

Every passenger and every family that benefits from the senior and public transportation service is an important part of the program funding. Fees have been set for individuals in our community with the lowest income. Individuals and families who are willing and able to contribute more will keep our transit system financially sound during a time of multiple funding cutbacks. It is our responsibility to keep the fares low and we appreciate your contributions to keep this service that is both fair and equitable for everyone.

### GRIEVANCES

Passengers with a grievance should call the Executive Director, Linda Hart at 317-462-3758.

If not resolved, an appeal may be made to: INDOT Office of Transit, 100 N. Senate Ave, Indianapolis, IN 46204 in accordance with Section 5311 State Management Plan.

### TITLE VI NOTICE TO THE PUBLIC

HCSS/HART operates its programs and services without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with HCSS/HART.

For more information on HCSS/HART civil rights program, and the procedures to file a complaint, contact 317-462-3758, (TTY 800-743-3333); or email [hcssi78@hcssi.org](mailto:hcssi78@hcssi.org); Or visit our administrative office at 1870 Fields Blvd, Greenfield, IN 46140. For more information, visit [www.hcssi.org](http://www.hcssi.org)

A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

If information is needed in another language, contact 317-462-3758



### **PUBLIC TRANSPORTATION POLICY & PROCEDURES Reservations Required**

**Non-emergency transportation  
317-462-1103**

Alternative Format Information: 317-462-1103  
TTY Relay System: 800-743-3333

All trips are scheduled in advance on a first come, first served basis and as time and space are available. Reservations accepted Monday thru Friday 7:00am to 5:00pm.

#### **2016 Holiday Closures**

Friday January 1 New Year's Day  
Monday February 15 Presidents Day  
Friday March 25 Good Friday  
Friday May 27 and Monday May 30 Memorial Day  
Monday July 4 Independence Day  
Monday September 5 Labor Day  
Thursday November 24 & Friday November 25 Thanksgiving  
Friday December 23 & Monday December 28 Christmas  
Closed ALL DAY June 1, August 2 and November 10 for Mandatory INDOT Training

**Out-of-county trips require advance scheduling several weeks before needed.** Consider calling transit office for available trip dates before scheduling your appointment.

[www.hcssi.org](http://www.hcssi.org)



March 2016



Indiana Housing & Community Development Authority







# Nashville HOME Scattered Site

3 views

All changes saved in Drive

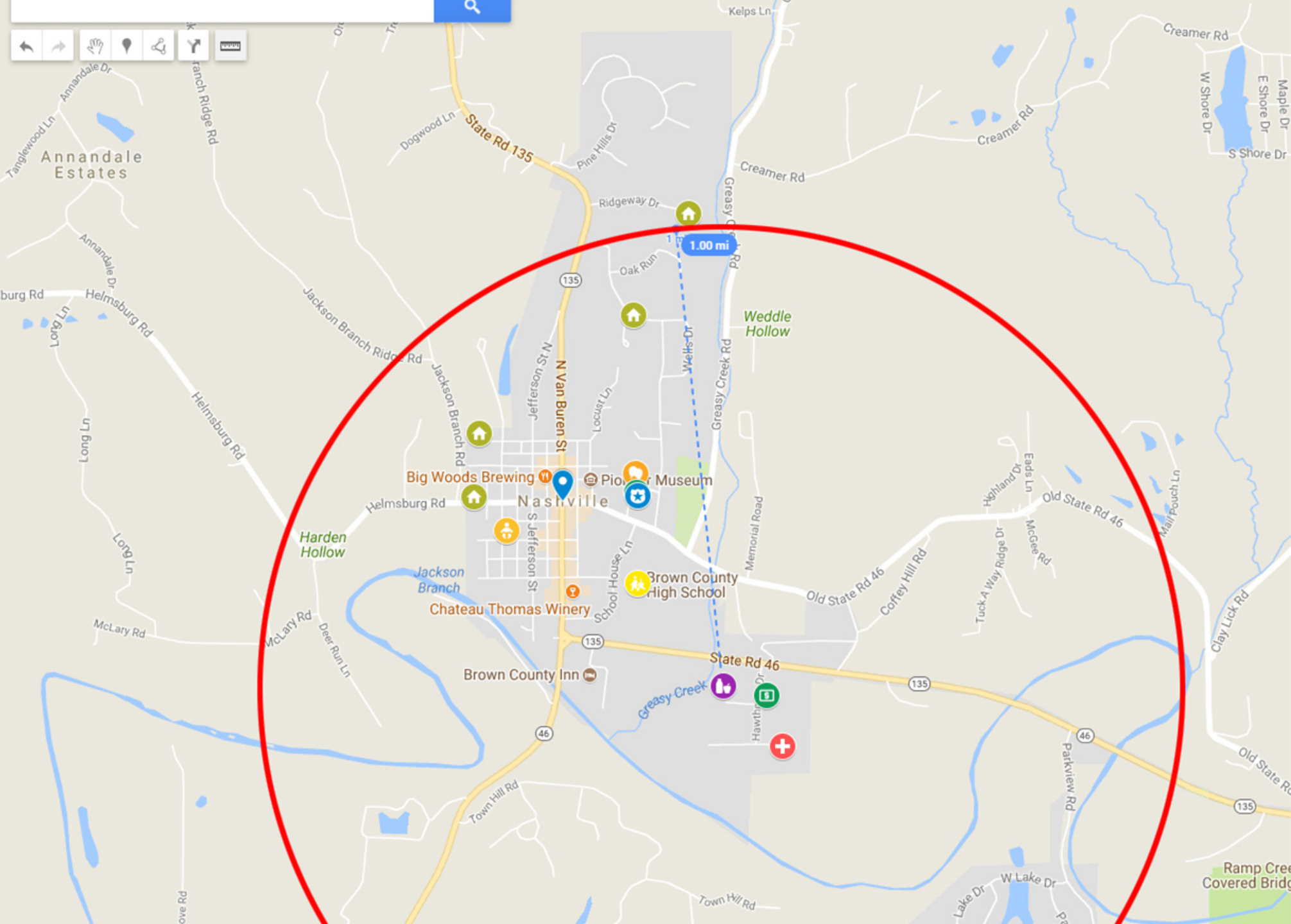
Add layer Share Preview

## Untitled layer

Individual styles


- Nashville
- House 1
- House 2
- Brown County IGA
- House 3
- Post Office
- Bank
- Town Hall
- Medical Center
- Bank
- Child Care
- High School
- House 4

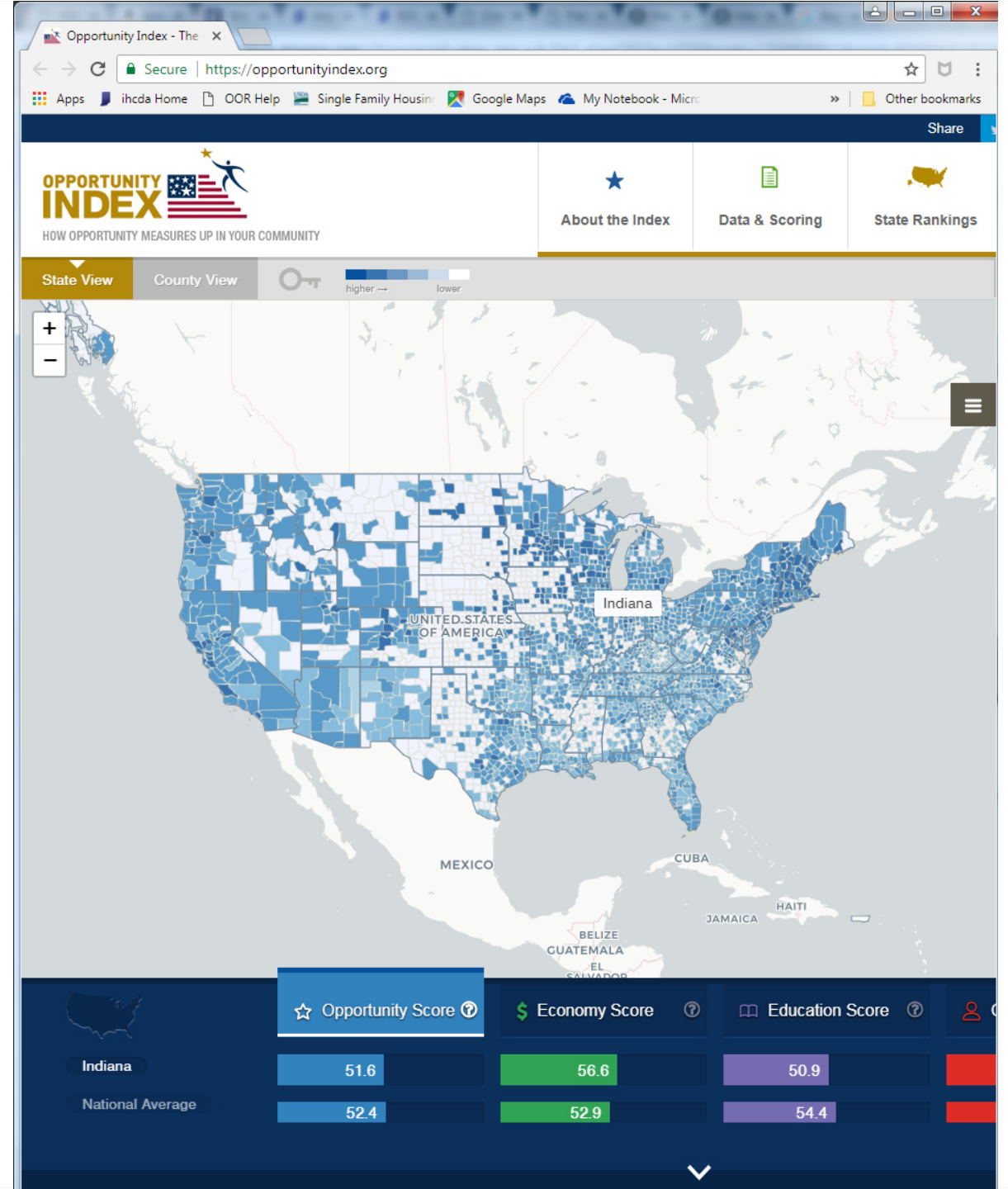
Base map



# Opportunity Index Tab P

## Unemployment Rate, Poverty Rate, County Median Household Income


- Following the link in the policy, or [here](#), will take you to this page 
- Zoom in, click on your county, and click on “See More Data” at the bottom of the pop up

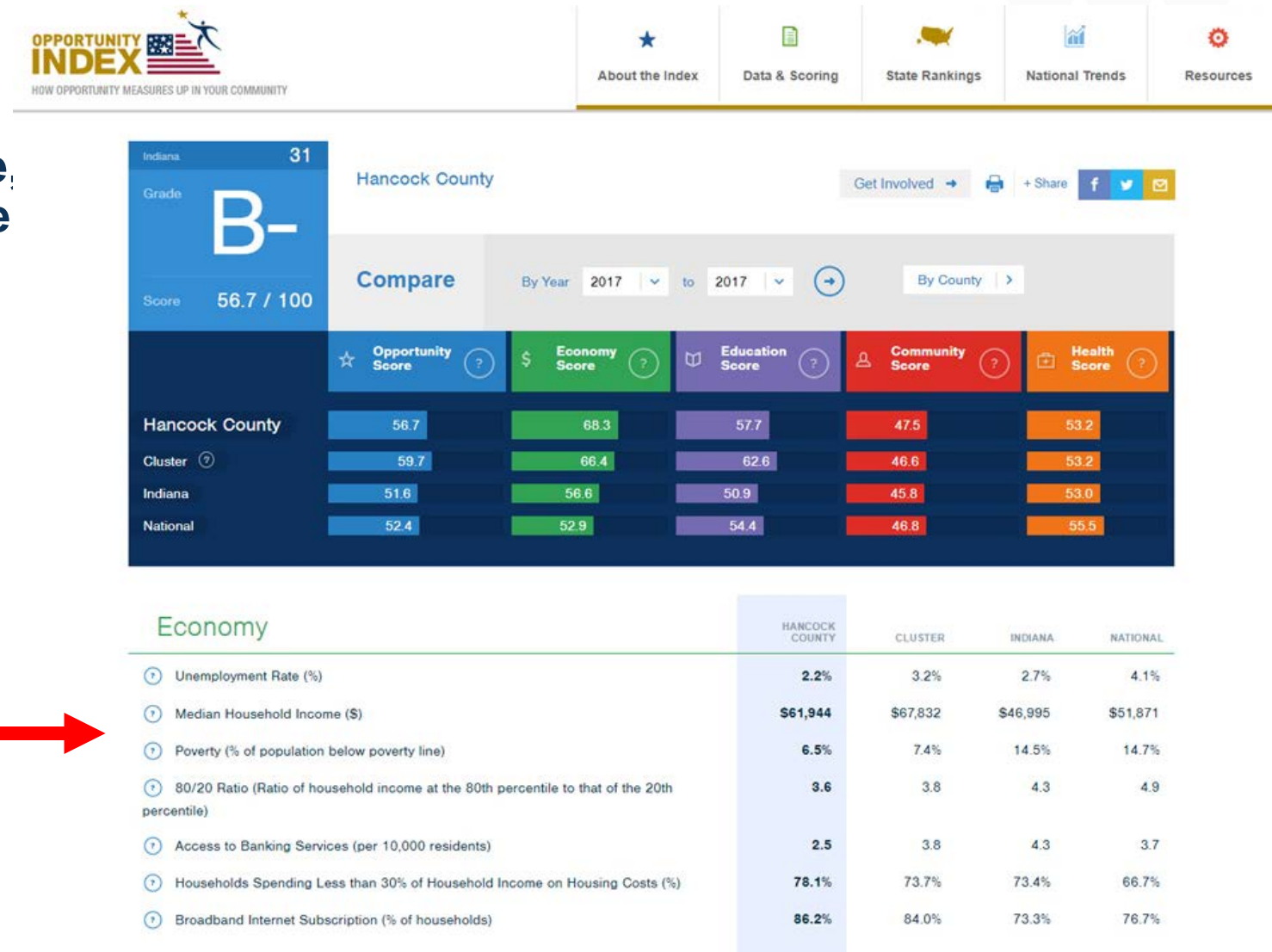


# Opportunity Index

## Tab P

### Unemployment Rate, Poverty Rate, County Median Household Income

- Following the link in the policy, or here, will take you to this page
- Zoom in, click on your county, and click on “See More Data” at the bottom of the pop up
- Which will bring you to a page that looks like this where you can find how your county compares to the state averages. 





# Opportunity Index Tab P

## Employer Proximity

- Following the link in the policy, or [here](#), will take you to this page



**HOOSIERS BY THE NUMBERS**  
Your premier source for labor market information for Indiana.

Google Custom Search

Home Data by Region Data by Topic Tools & Resources

What's New?



## Business Lookup Tool

The source for this tool is the InfoGroup, Inc. database. The database is updated twice each year and this tool utilizes the most recent version available. For information on the quality of their database, please see the company's own Data Quality information page available here: [www.infousa.com/data-quality/](http://www.infousa.com/data-quality/).

### Select geography or enter establishment name:

Region ([view map](#))  County  City  Estab. Name  Statewide

EGR 1

Select employment size range:

Any Size

Select Establishment Industry:

Any Industry

Submit



This database contains listings of nearly 12 million U.S. employers. *Employer information is provided by InfoGroup®, Omaha, NE, 800/555-5211. Copyright © 2018. All Rights Reserved.*

We are allowed to provide these data as part of a national agreement with state workforce agencies, but the results are limited. For users interested in large lists, please contact [InfoUSA](#) to purchase customized lists. For companies who need to have InfoGroup update any of the information presented here, please visit [www.expressupdate.com](http://www.expressupdate.com) to add or change your business listing.



# Opportunity Index Tab P

## Employer Proximity

- Following the link in the policy, or here, will take you to this page
- Click on “County”
- Select your County from the pulldown
- And Select “25 Largest” from the Employment Size Range pulldown



**HOOSIERS BY THE NUMBERS**  
Your premier source for labor market information for Indiana.

Google Custom Search

Home Data by Region ▾ Data by Topic ▾ Tools & Resources ▾  
What's New?



## Business Lookup Tool

The source for this tool is the InfoGroup, Inc. database. The database is updated twice each year and this tool utilizes the most recent version available. For information on the quality of their database, please see the company's own Data Quality information page available here: [www.infousa.com/data-quality/](http://www.infousa.com/data-quality/).

### Select geography or enter establishment name:

Region ([view map](#))  County  City  Estab. Name  Statewide

Hancock ▾

Select employment size range:

- Any Size ▾
- Any Size
- 1-4
- 5-9
- 10-19
- 20-49
- 50-99
- 100-249
- 250-499
- 500-999
- 1000-4999
- 5000-9999
- 10000+
- 25 Largest**


Establishment Industry: ▾

This database contains listings of nearly 12 million U.S. employers. *Employer information is provided by Infogroup®, Omaha, NE, 800/555-5211. Copyright © 2018. All Rights Reserved.*

We provide these data as part of a national agreement with state workforce agencies, but the need to have InfoGroup update any of the information presented here, please visit [www.expressupdate.com](http://www.expressupdate.com) to add or change your business listing.

# Opportunity Index Tab P

## Employer Proximity

- Following the link in the policy, or here, will take you to this page
- Click on “County”
- Select your County from the pulldown
- And Select “25 Largest” from the Employment Size Range pulldown
- Identify employers within five (5) miles of your project site 

## Business Lookup Tool: Establishment Search Results

25 establishments were found matching your criteria.



Page Size : 50

Now viewing : 1 of 1 [Back To Search](#)  
[first](#) [previous](#) [next](#) [last](#)

Employer Name	Industry	Address	City	Employees (#)	Annual Sales
<b>Executive Management Svc Inc</b> <a href="#">Details</a>	Janitor Service (561720)	4177 N Ems Blvd	Greenfield	800	N/A
<b>Hancock Regional Hospital</b> <a href="#">Details</a>	Hospitals (622110)	801 N State St	Greenfield	638	N/A
<b>Indiana Automotive Fasteners</b> <a href="#">Details</a>	Screws-manufacturers (332722)	1300 Anderson Blvd	Greenfield	500	141102000
<b>Walmart Supercenter</b> <a href="#">Details</a>	Department Stores (452111)	1965 N State St	Greenfield	400	39346000
<b>Meijer</b> <a href="#">Details</a>	Grocers-retail (445110)	6939 W Broadway	Mccordsville	300	48898000
<b>Elanco Animal</b>	Animal Health Products	2500 Innovation	Greenfield	300	N/A

# Historic Preservation Tab Q

***“Points (2) will be awarded to a development that contains at least one unit that is a historic resource to the neighborhood.”***

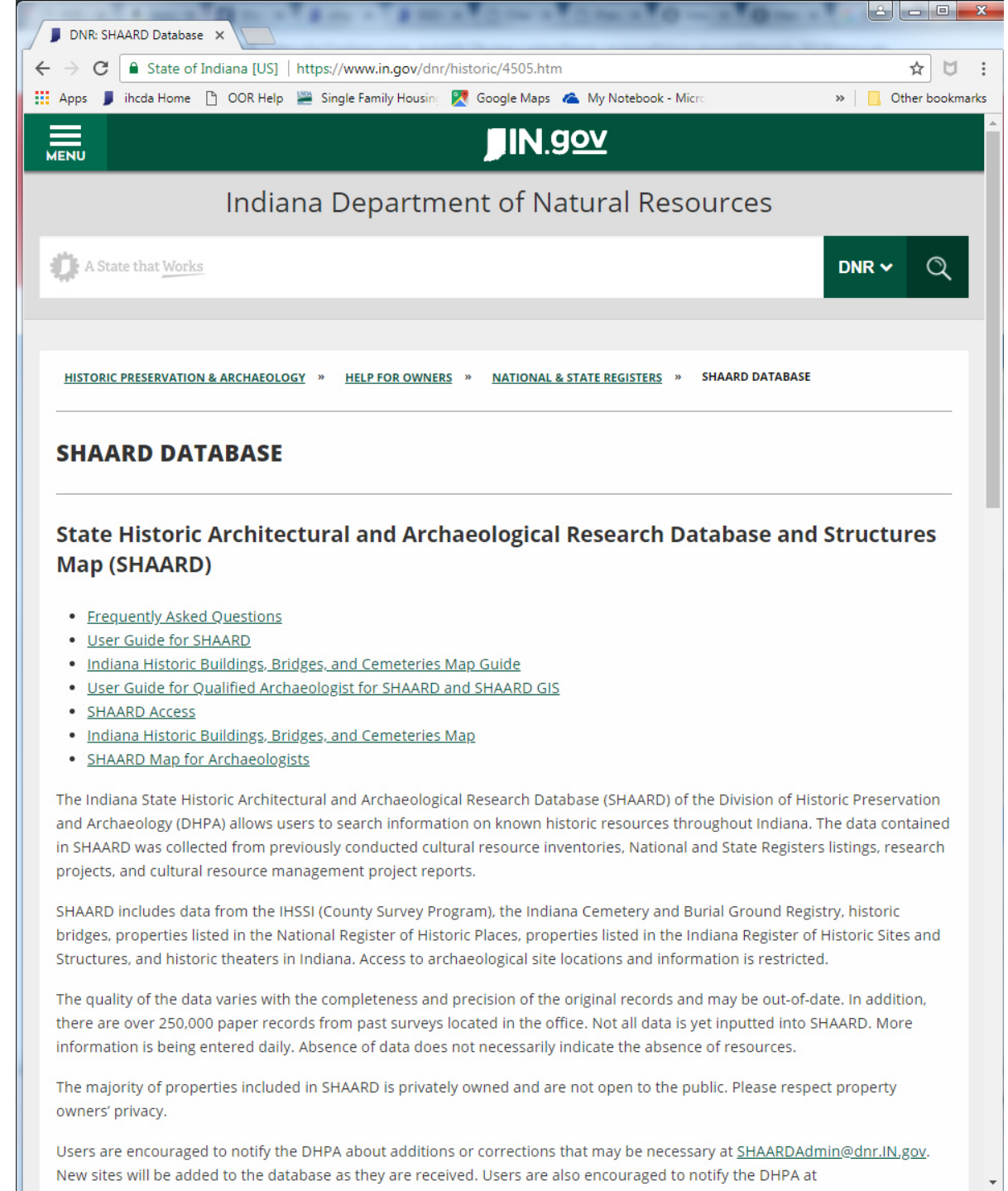
- How to determine if your project site(s) qualify for points using the State Historic Architecture and Archaeological Research Database (SHAARD) or County Interim Reports:
  - Buildings can be individually listed on the National and State Historic Registers.
  - Most buildings you’ll encounter are a part of a Historic District.
  - Example:
    - 20 W. Main Street, Greenfield, IN





# Historic Preservation Tab Q

- Go to the [SHAARD site](https://www.in.gov/dnr/historic/4505.htm) on the Department of Natural Resources' page



The screenshot shows a web browser window with the URL <https://www.in.gov/dnr/historic/4505.htm>. The page header includes the IN.gov logo and the text "Indiana Department of Natural Resources". Below the header is a navigation menu with the following items: [HISTORIC PRESERVATION & ARCHAEOLOGY](#), [HELP FOR OWNERS](#), [NATIONAL & STATE REGISTERS](#), and [SHAARD DATABASE](#). The main content area is titled "SHAARD DATABASE" and "State Historic Architectural and Archaeological Research Database and Structures Map (SHAARD)". It contains a list of links: [Frequently Asked Questions](#), [User Guide for SHAARD](#), [Indiana Historic Buildings, Bridges, and Cemeteries Map Guide](#), [User Guide for Qualified Archaeologist for SHAARD and SHAARD GIS](#), [SHAARD Access](#), [Indiana Historic Buildings, Bridges, and Cemeteries Map](#), and [SHAARD Map for Archaeologists](#). Below the links is a paragraph explaining the SHAARD database: "The Indiana State Historic Architectural and Archaeological Research Database (SHAARD) of the Division of Historic Preservation and Archaeology (DHPA) allows users to search information on known historic resources throughout Indiana. The data contained in SHAARD was collected from previously conducted cultural resource inventories, National and State Registers listings, research projects, and cultural resource management project reports." Another paragraph states: "SHAARD includes data from the IHSSI (County Survey Program), the Indiana Cemetery and Burial Ground Registry, historic bridges, properties listed in the National Register of Historic Places, properties listed in the Indiana Register of Historic Sites and Structures, and historic theaters in Indiana. Access to archaeological site locations and information is restricted." A third paragraph notes: "The quality of the data varies with the completeness and precision of the original records and may be out-of-date. In addition, there are over 250,000 paper records from past surveys located in the office. Not all data is yet inputted into SHAARD. More information is being entered daily. Absence of data does not necessarily indicate the absence of resources." A fourth paragraph says: "The majority of properties included in SHAARD is privately owned and are not open to the public. Please respect property owners' privacy." The final paragraph encourages users to notify the DHPA about additions or corrections: "Users are encouraged to notify the DHPA about additions or corrections that may be necessary at [SHAARDAdmin@dnr.IN.gov](mailto:SHAARDAdmin@dnr.IN.gov). New sites will be added to the database as they are received. Users are also encouraged to notify the DHPA at

# Historic Preservation Tab Q

- Go to the SHAARD site on the Department of Natural Resources' page
- Click on "Enter SHAARD as a guest"

Welcome to SHAARD

The Indiana State Historic Architectural and Archaeological Research Database (SHAARD) allows users to search cultural resource information on known historic and archaeological resources throughout Indiana. The data contained in SHAARD was [red arrow] cultural resource inventories, National Register nominations, and cultural resource management projects.

The quality of the data varies with the completeness and precision of the original records and may be out-of-date. Absence of data does not necessarily indicate the absence of resources. The SHAARD is an ongoing initiative, and the associated data will undergo staged enhancements and constant updating.

THE ACT OF CHECKING SHAARD DOES NOT RELIEVE THE USER OF COMPLYING WITH APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS. Furthermore, the majority of properties included in SHAARD are privately owned and are not open to the public. Please respect property owners' privacy.

Users are encouraged to notify the DHPA about additions or corrections that may be necessary at [SHAARDAdmin@dnr.IN.gov](mailto:SHAARDAdmin@dnr.IN.gov). Please include references or other documentation to substantiate requested changes or additions. New sites will be added to the database as they are received.

SHAARD was made possible with financial support from the Federal Highway Administration, the Indiana Department of Natural Resources, and the Historic Preservation Fund of the U.S. Department of the Interior, National Park Service.

Web access to all of the historic resource data is open to the public, except for archaeological information.

[Enter SHAARD as a guest](#)

Access to archaeological site locations and detailed site information is restricted and password protected and will be granted to qualified individuals who meet the Secretary of the Interior's Professional Qualification Standards with a specialty in prehistoric, historic and/or underwater archaeology or geomorphology. Access will be granted to individuals, not companies.

**Sign In**

Username:

Password:

If you forgot your password or are having problems logging in, please email [SHAARDAdmin@dnr.IN.gov](mailto:SHAARDAdmin@dnr.IN.gov)

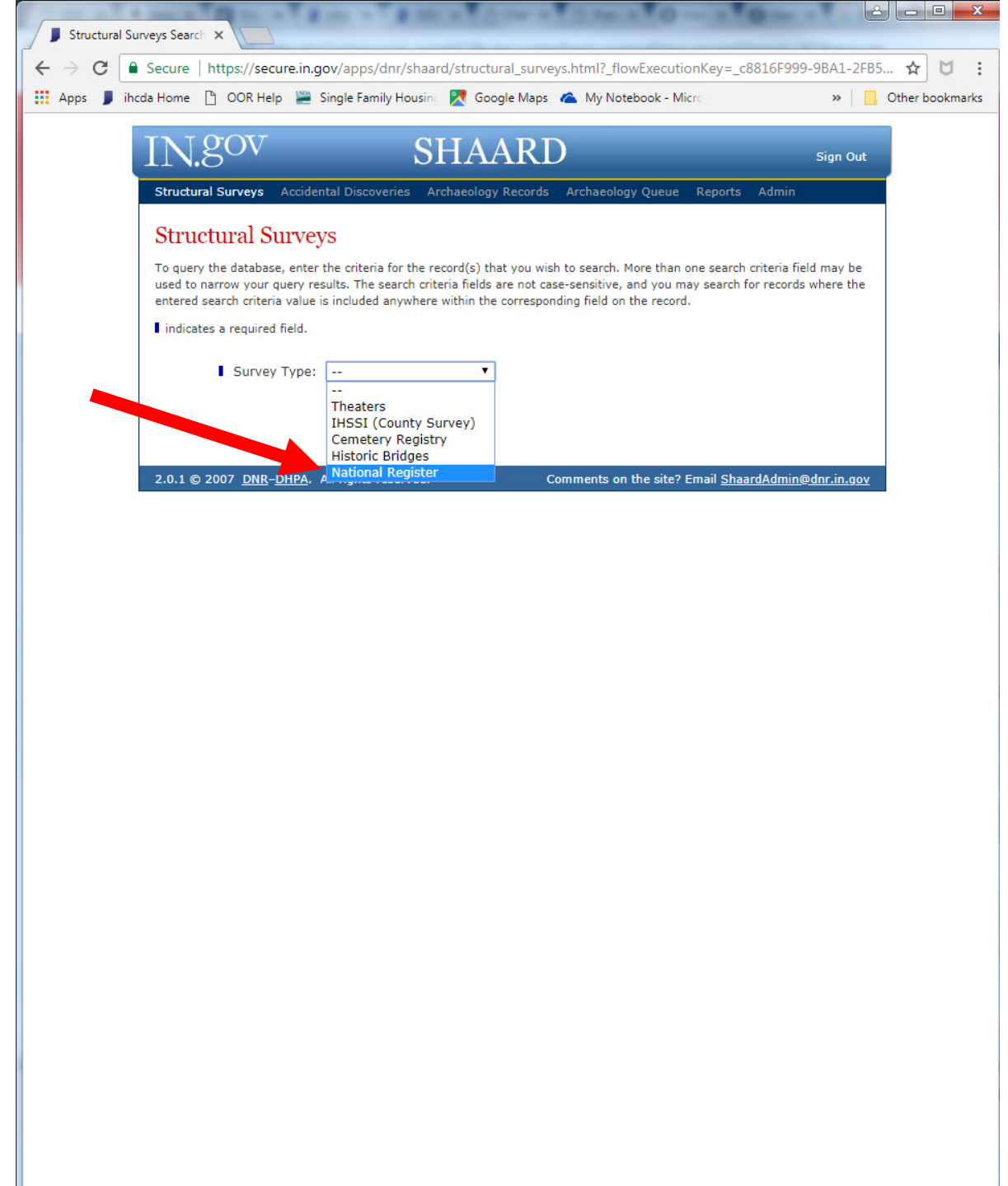
[Request a SHAARD Account](#)

[SHAARD Frequently Asked Questions](#)

2.0.1 © 2007 DNR-DHPA. All rights reserved. Comments on the site? Email [ShaardAdmin@dnr.in.gov](mailto:ShaardAdmin@dnr.in.gov)

# Historic Preservation Tab Q

- Go to the SHAARD site on the Department of Natural Resources' page
- Click on "Enter SHAARD as a guest"
- Select "National Register" from pulldown menu



The screenshot shows a web browser window displaying the SHAARD Structural Surveys search interface. The page title is "Structural Surveys Search" and the URL is "https://secure.in.gov/apps/dnr/shaard/structural\_surveys.html?\_flowExecutionKey=\_c8816F999-9BA1-2FB5...". The page features a navigation bar with "IN.gov" and "SHAARD" logos, and a "Sign Out" link. Below the navigation bar, there are tabs for "Structural Surveys", "Accidental Discoveries", "Archaeology Records", "Archaeology Queue", "Reports", and "Admin". The main content area is titled "Structural Surveys" and contains instructions for searching the database. A red arrow points to the "National Register" option in the "Survey Type" dropdown menu. The footer of the page includes the text "2.0.1 © 2007 DNR-DHPA" and "Comments on the site? Email ShaardAdmin@dnr.in.gov".



# Historic Preservation Tab Q

- Go to the SHAARD site on the Department of Natural Resources' page
- Click on "Enter SHAARD as a guest"
- Select "National Register" from pulldown menu
- Be as limited as possible in filling out search criteria. Try to stick to County and City/Location

Structural Surveys Search: X

Secure | [https://secure.in.gov/apps/dnr/shaard/structural\\_surveys.html?\\_flowExecutionKey=\\_c8816F999-9BA1-2FB5...](https://secure.in.gov/apps/dnr/shaard/structural_surveys.html?_flowExecutionKey=_c8816F999-9BA1-2FB5...)

Apps | ihcda Home | OOR Help | Single Family Housing | Google Maps | My Notebook - Micro | Other bookmarks

IN.gov SHAARD Sign Out

Structural Surveys | Accidental Discoveries | Archaeology Records | Archaeology Queue | Reports | Admin

### Structural Surveys

To query the database, enter the criteria for the record(s) that you wish to search. More than one search criteria field may be used to narrow your query results. The search criteria fields are not case-sensitive, and you may search for records where the entered search criteria value is included anywhere within the corresponding field on the record.

■ indicates a required field.

■ Survey Type: **National Register**

Survey Number:

County: **Hancock**

Legal Township: --

Quad Name: --

Address:

City/Location: **Greenfield**

Historic Name:

National Register Criteria: A:  B:  C:  D:

Criteria Considerations: A:  B:  C:  D:  E:  F:  G:

Architect/Builder:

Architectural Firm:

Architectural Style: --

Category: --

Areas of Significance: --  
AGRICULTURE  
ARCHAEOLOGY:  
ARCHITECTURE  
ART  
COMMERCE  
COMMUNICATIONS  
COMMUNITY PLANNING and DEVELOPMENT  
CONSERVATION  
ECONOMICS

To select multiple items, hold down the Ctrl key (Command key for Mac users).

Status: --

[Reset Form](#)

2.0.1 © 2007 DNR-DHPA. All rights reserved. Comments on the site? Email [ShaardAdmin@dnr.in.gov](mailto:ShaardAdmin@dnr.in.gov)

# Historic Preservation Tab Q

- Go to the SHAARD site on the Department of Natural Resources' page
- Click on "Enter SHAARD as a guest"
- Select "National Register" from pulldown menu
- Be as limited as possible in filling out search criteria. Try to stick to County and City/Location
- SHAARD will show you all of the individually listed sites and Historic Districts

8 structural surveys found

Secure | [https://secure.in.gov/apps/dnr/shaard/structural\\_surveys.html?\\_flowExecutionKey=\\_c8816F999-9BA1-2FB5...](https://secure.in.gov/apps/dnr/shaard/structural_surveys.html?_flowExecutionKey=_c8816F999-9BA1-2FB5...)

Apps | ihcda Home | OOR Help | Single Family Housing | Google Maps | My Notebook - Micro | Other bookmarks

IN.gov SHAARD Sign Out

Structural Surveys | Accidental Discoveries | Archaeology Records | Archaeology Queue | Reports | Admin

### Structural Surveys

[Print list of checked items](#)

1 to 8 of 8

<input checked="" type="checkbox"/>	Survey Number	Historic Name	County	Status	Action
<input checked="" type="checkbox"/>	NR-0142	Lilly Biological Laboratories	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>
<input checked="" type="checkbox"/>	NR-0156	Riley, James Whitcomb, House	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>
<input checked="" type="checkbox"/>	NR-0491	Greenfield High School	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>
<input checked="" type="checkbox"/>	NR-0754	Greenfield Courthouse Square Historic District	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>
<input checked="" type="checkbox"/>	NR-1950	Barr, Charles, House	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>
<input checked="" type="checkbox"/>	NR-2104	Lincoln Park School	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>
<input checked="" type="checkbox"/>	NR-2242	Greenfield Residential Historic District	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>
<input checked="" type="checkbox"/>	NR-2367	Black, Rufus and Amanda, House	Hancock	Listed in Both Nat. Reg. and St. Reg.	<a href="#">View</a>

Items per page: 10 [All](#)

[Revise search](#)

2.0.1 © 2007 DNR-DHPA. All rights reserved. Comments on the site? Email [ShaardAdmin@dnr.in.gov](mailto:ShaardAdmin@dnr.in.gov)

# Historic Preservation Tab Q

- Go to the SHAARD site on the Department of Natural Resources' page
- Click on "Enter SHAARD as a guest"
- Select "National Register" from pulldown menu
- Be as limited as possible in filling out search criteria. Try to stick to County and City/Location
- SHAARD will show you all of the individually listed sites and Historic Districts
- Review District Map or Nomination forms to find your project site

The screenshot shows a web browser window displaying the SHAARD (State Historic Archaeology and Archaeological Records Database) website. The page is titled "National Register" and provides details for the "Greenfield Courthouse Square Historic District".

**Survey Information:**

- Survey Type: National Register
- County: Hancock
- National Register File Number: NR-0754
- IHSSI File Number: 059-251-21001 [View File](#)
- Historic Name: Greenfield Courthouse Square Historic District

**Navigation Tabs:** General Info, Geographic Info, Site Info, Significance, Site Assessment, Photos & PDFs

**Photos Table:**

Filename	Size	Subject
<a href="#">Greenfield Courthouse Square Historic District (19).JPG</a>	475.65 KB	Photograph
<a href="#">Greenfield Courthouse Square Historic District (4).JPG</a>	441.67 KB	Photograph
<a href="#">Greenfield Courthouse Square Historic District (5).JPG</a>	399.33 KB	Photograph
<a href="#">Greenfield Courthouse Square Historic District (8).JPG</a>	395.34 KB	Photograph
<a href="#">Greenfield Courthouse Square Historic District (7).JPG</a>	463.87 KB	Photograph
<a href="#">Greenfield Courthouse Square Historic District (10).JPG</a>	445.04 KB	Photograph

**PDFs Table:**

Filename	Size	Subject
<a href="#">Courthouse SQ HD Hancock CO Nom.pdf</a>	4.29 MB	Nomination Form
<a href="#">Greenfield Courthouse Square Historic District map.pdf</a>	79.29 KB	Site Map

Adobe® Reader® is required to open PDF files. You can [download Adobe® Reader®](#) for free from Adobe.com.



COURTHOUSE SQUARE  
HISTORIC DISTRICT  
1984

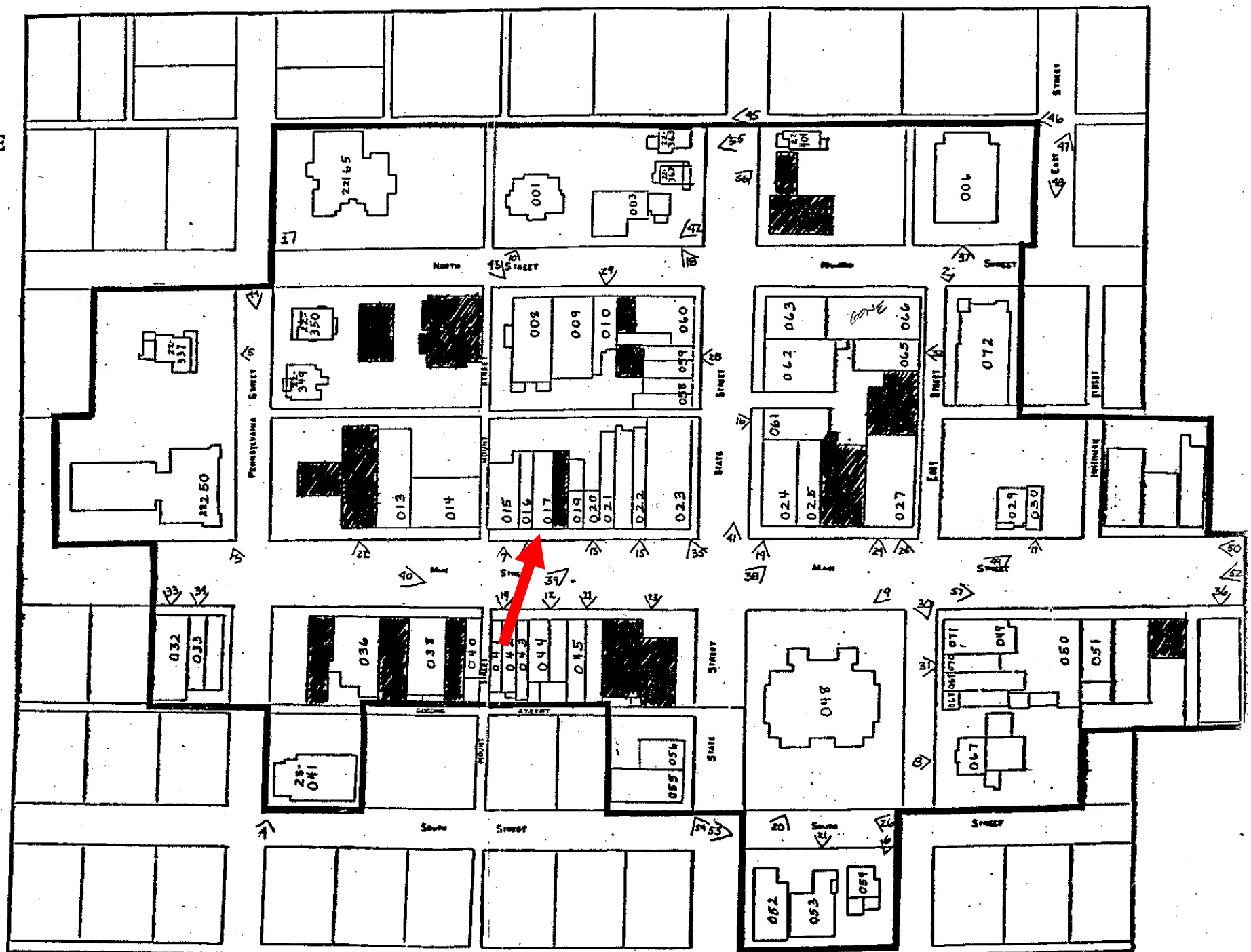
Greenfield, Indiana



PHOTOGRAPHIC MAP

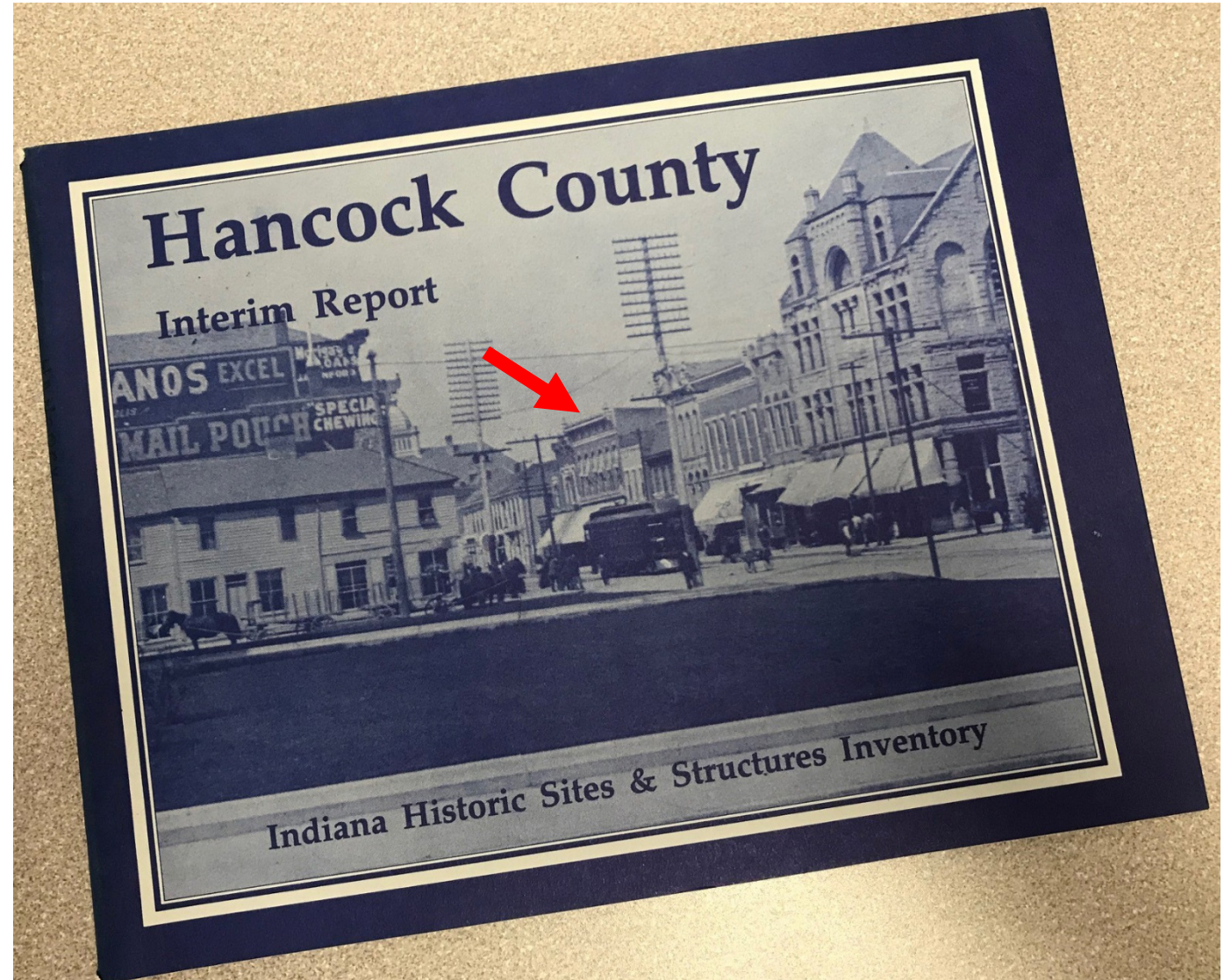
(The first two digits of the  
Indiana Historic Sites and  
Structures Inventory number  
are 21 unless otherwise  
indicated. Unnumbered  
buildings were not surveyed.)

■ Non-contributing  
structures



# Historic Preservation Tab Q

- You can also find the same information in the Indiana Historic Sites & Structures Inventory County Interim Report.
- In super rare occasions, the building you are looking for may be on the cover.





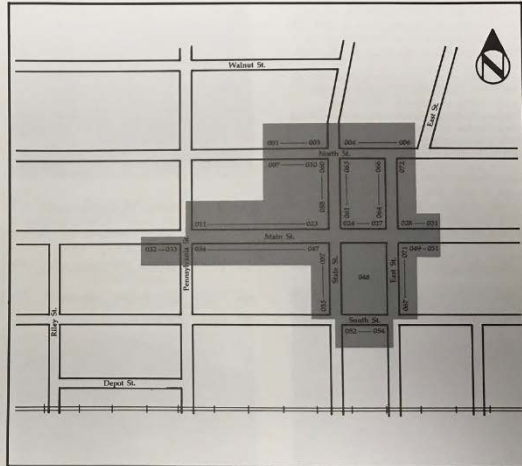
# Historic Preservation Tab Q

## Courthouse Square Historic District (21001-072)

Greenfield was selected as the county seat by a legislative committee on April 11, 1828. The committee also ordered that "it shall be known and designated by the name and title of Greenfield." No reason for the selection of this particular name was given although the legislators may have been inspired by the bountiful farms of the area. Others speculate the town was named after early settler John Green, for whom Green Township was named. The sixty acres for the new town were donated by Cornwall Meek, Benjamin Spillman, and John Wingfield. The original plat of Greenfield was comprised of 161 lots and a public square which contained a pond where travelers washed their horses. A few buildings, including Samuel Jackson's tavern, already dotted the roadside along the old State Road near the new town's boundaries.

Most of the early buildings were constructed of logs, including the first courthouse. Benjamin Spillman built the first frame structure in 1830. Of the few frame buildings, most were taverns, including the Gooding Tavern which was once owned by Joseph Chapman. Chapman was a colorful figure in Indiana politics and a loyal and optimistic Democrat who began every political campaign with the prophecy that each and every Indiana county would go with his party. The opposing Whigs found his style boastful, and an Indianapolis newspaper editor exhorted, "Crow, Chapman, Crow." Instead of impeding the forceful campaigner, the epithet became a campaign slogan, and the rooster was adopted as a symbol of the Democratic party.

Two fires, the first in 1839 and another in 1857, destroyed many of the early frame buildings along Main Street. At least two buildings (21015, 21019) survive today.



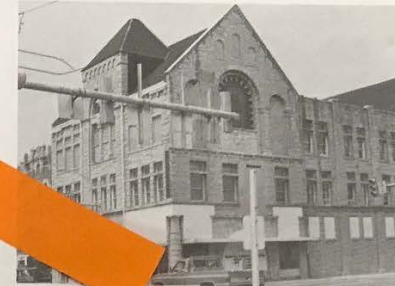
Builders used local brick in the construction of new buildings as the commercial area was rebuilt. Only a few of these mid-nineteenth century commercial structures have survived (21020, 21044, 21045, 21046). The second and third courthouses were also constructed of local brick.

In 1850, Greenfield, with approximately 300 residents, was incorporated as a town. During the next few years the National Road was planked, the Indiana Central Railroad was built through the town, and the third courthouse was erected. Greenfield's third jail was completed in 1853. A two-story log

23

- Buildings are listed by street
- First number is the corresponding building number for the district, second number is its street address

- 014 100-102 **Commercial Building; Neo-Classic,** c.1920 (C)
- 015 26 **Walpole House/Commercial Building; Greek Revival,** c.1840 (C)
- 016 24 **E.B. Howard Building; Italianate,** c.1880 (C)
- 017 20 **Commercial Building; Italianate,** c.1880 (C)
- 018 18 **Commercial Building; Modern,** c.1940 (NC)
- 019 16 **Commercial Building; Greek Revival,** c.1860 (C)



023

EAST MAIN STREET (North Side)

- 024 2-4 **Randall Building; Queen Anne,** c.1890 (N)
- 025 6 **Commercial Building; Italianate,** c.1890 (N)
- 026 10 **Greenfield Banking Co.; Modern,** c.1880/1960 (NC)
- 027 20 **L.C. Thayer Building; Italianate/Modern,** c.1890/c.1960 (NC)
- 028 108 **Commercial Building; Italianate,** c.1890; Demolished, 1982 (C)
- 029 110 **House/Commercial Building; Italianate,** c.1880 (C)
- 030 112 **Henry Gates Building; Jacobethan Revival,** 1895 (N)
- 031 118 **Parking Lot (NC)**

WEST MAIN STREET (South Side)



020

- 020 14 **Bank; Italianate,** 1874 (O)
- 021 10-12 **Commercial Building; Italianate,** c.1880 (C)
- 022 8 **L.A. Davis Building; Romanesque Revival,** 1895 (C)
- 023 2 **Masonic Temple; Romanesque Revival,** 1895 (O)

- 032 205-207 **K. of P. Block; Jacobethan Revival,** 1908 (C)
- 033 201-203 **Commercial Building; Italianate,** c.1880 (C)
- 034 NA **Parking Lot (NC)**
- 035 123 **Commercial Building; Modern,** c.1960 (NC)

- 036 115-117 **House/Commercial Building; Italianate,** c.1880/c.1920 (C)
- 037 105-113 **Commercial Building; Twentieth Century Functional,** c.1920 (C)
- 038 105-113 **Grand Hotel/Commercial Building; Italianate,** c.1890 (C)
- 039 105-113 **Commercial Building; Twentieth Century Functional,** c.1920 (C)
- 040 101 **Commercial Building; Italianate,** c.1880 (C)
- 041 25 **Commercial Building; Twentieth Century Functional,** c.1920 (C)
- 042 23 **Commercial Building; Mission Style,** c.1920 (C)
- 043 21 **Commercial Building; Italianate,** c.1880 (C)
- 044 17-19 **Commercial Building; Italianate,** c.1870 (C)
- 045 11-15 **A.J. Banks Building/Morgan Block; Italianate,** 1869 (C)
- 046 7 **Commercial Building; Italianate,** c.1880 (C)
- 047 1-3 **Bank; Modern,** 1970 (NC)



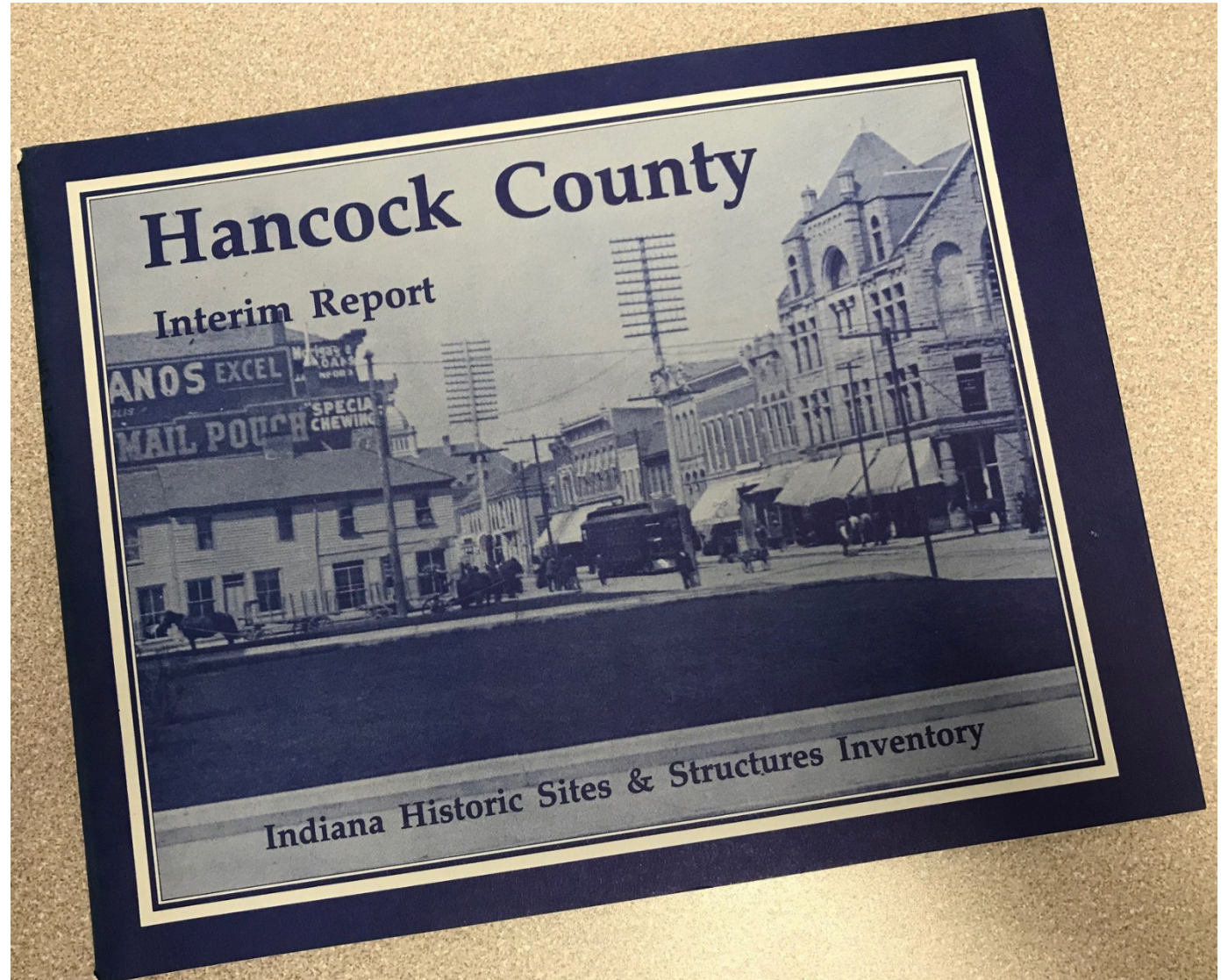
048

- 048 NA **Courthouse; Romanesque Revival/Tudor Gothic Revival,** 1896-97; Wing and Mahurin, Architects (O)



# Historic Preservation Tab Q

- These interim reports vary in terms of age.
- It may be that a building you are interested in could have been listed as “non-contributing” to a district in 1984, but may be eligible today.
- The general rule for being listed on the National Register is a building must be 50 years-old or historically significant.
- If you think a building or house should be listed, please work with [DNR](#)



# Unique Features

## Tab Q

- This is an opportunity for you to be creative in how you can add something to your project that will benefit the quality of life of those you are hoping to serve.
- Think less about listing the assets that already exist within the community, but perhaps instead how you can utilize those assets specifically for your future residents or how you can create something that doesn't already exist.
- IHEDA scores unique features as a group, on a curve.
- If an applicant lists no unique features in Tab Q they will receive zero points in this scoring category.



# Reminders!

- Make sure you are using the **2018 HOME Supplemental Rental** application and policy documents.
  - Periodically check RED Notices to ensure that you are using the most up to date forms.
- HOME Rental applications are due **April 23<sup>rd</sup> by 5pm EST** via hardcopy and the Syncplicity site. Make sure to follow section 1.6 Application Submission guidelines on page 3 of the policy.
- If your organization would like to be certified as a CHDO, CHDO applications are due in conjunction with your HOME application.



# Reminders!

- If you would like technical assistance with your application/project, please contact your regional analyst as soon as possible.
- Make sure your access to Syncplicity is working before the day applications are due.
- Double check that you have uploaded all the files you intend to and that they open properly (aren't corrupted). Same goes for the flash drive.
- Have any questions about the application workbook or policy? Ask us before the deadline! We are here to help!
- <http://www.in.gov/myihcda/home.htm>

**Thank you!**

**Questions?**

**2018 HOME Supplemental  
Rental Application Webinar**