

**ASSESSMENT FACTORS  
FOR HOUSING/CAPITAL PROJECT PROPOSALS**

1. PROJECT DESCRIPTION. Is the proposed project/activity clearly described and planned?
2. NEED FOR PROJECT. Does the project address the most urgent needs of lower income residents as identified in the City's Consolidated Plan? Will the project contribute to economic, social and racial community integration?
3. PROJECT HISTORY. Does the project's past history warrant funding? Has the project in the past been successful at serving the projected number of low and moderate income clients? Has there been a demonstrated need for the services provided by the project?
4. NUMBER OF MOUNTAIN VIEW RESIDENTS SERVED BY THE PROJECT. How many Mountain View clients would be served respective to the scale and scope of the project? Are there accurate client records indicating the number of Mountain View residents to be served?
5. PERCENTAGE OF LOW INCOME MOUNTAIN VIEW RESIDENTS SERVED. Is at least 51% of the total number of Mountain View residents/clients served low income as required by Federal regulations? Does the agency have an effective system for verifying clients' incomes?
6. PROJECT COST. Is the project cost requested reasonable? Is the cost per client reasonable for the proposed services? Are there other more cost-effective ways to meet the same need?
7. LEVERAGING OF FUNDS. Does the agency have any other funds or funding commitments to assist in financing the project?
8. COST DOCUMENTATION. Is there documentation supporting the cost of the project (e.g., real estate appraisal in the case of acquisition projects, verifiable construction cost estimates in the case of construction or rehabilitation projects, line item budgets in the case of social service projects).
9. IS THERE A DEMONSTRATED NEED FOR FUNDS? Has the agency presented a convincing case as to the need for funding from Mountain View? Will the project be unable to continue without City funding?
10. SCHEDULE. Is there a realistic schedule indicating when funds will be needed, when the project is to be implemented, and when it will be completed? Does the project provide for the expeditious expenditure of funds?
11. LOCAL AFFILIATION. Does the agency have members of the Board of Directors who are residents of Mountain View or have other ties to the City of Mountain View?
12. GREEN COMPONENTS. For affordable housing projects requesting funding, does the project incorporate energy efficiency and conservation components? What cost percentage of the project consists of Green components? How are the cost savings resulting from Green components used, i.e. will the savings directly benefit the project or return to the project applicant?