



City of Madison
BACKYARD HOMES PROJECT
 Accessory Dwelling Unit (ADU) Loan Application



Name of Borrower _____

Social Security Number _____ - _____ - _____ Date of birth _____

Name of Co-Borrower _____

Social Security Number _____ - _____ - _____ Date of birth _____

Address _____

Do you own AND occupy the above property? Yes No

You must begin the approval process with City of Madison Zoning prior to submitting this application.

Have you met with Zoning staff? Yes No

Phone Number: _____

E-mail Address _____

BORROWER INCOME –
 List Source (i.e. W2, SSI) Provide Documentation

GROSS AMOUNT YEARLY

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LIQUID ASSETS - (Savings & Checking)
 Provide Documentation

TYPE	BANK & ADDRESS	AMOUNT	ACCOUNT NO.

Briefly describe your project. Include the type of ADU, its expected size, number of bedrooms, location on your property, and its use once built.

Properties must remain owner-occupied. When your project is complete, which unit will you occupy?

Existing Housing Unit Accessory Dwelling Unit Property will not be rented

What is the estimated cost of the project _____

Enter the amount of city financial assistance requested _____

As a minimum, a 10% equity investment into this project is required by the property owner.

Investment amount: _____ Source of funds: _____

Please list your architect _____

Please list your builder or general contractor _____

Will the ADU be constructed off-site and delivered to your property? Yes No

Are you current on your Homeowner's Insurance? Yes No

*Please submit a copy of your current policy with your application.

If applicable, please describe how you plan to incorporate sustainable and/or accessibility features into your project.

CERTIFICATION

I/We hereby certify that the information contained in this application is true and complete to the best of our knowledge and belief. Further, we give our permission for the City of Madison to verify all of the information herein given. I/We also acknowledge the receipt of the Accessible Dwelling Unit/The Backyard Project Terms and Conditions under which this loan is made.

Are any of the borrowers a City employee, elected City official, City board or committee member or an immediate family member of the aforementioned? "Immediate family" member of a City employee, official or board/committee member means a spouse, a registered domestic partner, or a relative by marriage, adoption or lineal descent who receives more than one-half of his or her support from the City employee, official or board/committee member.

Yes No

Notice regarding lobbying ordinance: If you are seeking approval of a development that has over 40,000 gross square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of over \$10,000 (this includes grants, loans, TIF, or similar assistance), then you likely are subject to Madison's lobbying ordinance, sec. 2.40, MGO. You are required to register and report your lobbying. Please consult the City Clerk for more information. Failure to comply with the lobbying ordinance may result in fines of \$1,000 to \$5,000. You may register at <https://www.cityofmadison.com/clerk/lobbyists/lobbyist-registration>

Borrower Name (Print)

Borrower Signature

Date

Co-Borrower Name (Print)

Borrower Signature

Date

DEMOGRAPHICS

The following information is required for statistical purposes so the City of Madison may determine the degree to which Black, Indigenous and People of Color utilize its programs. Please check next to the race and ethnicity that applies to the head of household. This information will not be used in determining your eligibility.

RACE: White Black or African American American Indian or Alaska Native Asian Native Hawaiian or Other Pacific Islander

MULTI: Am. Indian/Alaska Native & White/Caucasian Asian & White/Caucasian Black/African American & White/Caucasian

Am. Indian/Alaskan Native & Black/African American Balance/Other Multi Racial

ETHNICITY: Hispanic Non-Hispanic

Special Characteristics

Are you a Female Headed Household? Yes No

Do you or a member of your household have a disability: Yes No

APPLICATION CHECKLIST

Please submit the following when applying to the Backyard Homes Project.

- Signed loan application
- Income documents (last year's tax return or the two most recent pay stubs).
- Proof of liquid assets (bank statements, money market accounts, etc.)
- Current homeowner's insurance policy

A \$75 application fee must be paid before we can process your application. Please provide a check payable to:

City of Madison Treasurer

Please **mail** the application fee to:

City of Madison Community Development Division
P.O. Box 2627
Madison, WI 53703-2627