

Program Overview

Completed by info@thistleandnest.org on 6/8/2025 8:18 PM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

Program Overview



CITY OF BEND

CITY OF BEND
AFFORDABLE HOUSING DEVELOPMENT APPLICATION

City of Bend
710 NW Wall St.
Bend, Oregon 97703
(541) 323-8550
housing@bendoregon.gov

This section provides general information regarding the PRO Housing Fund (PRO), Affordable Housing Fund (AHF), and Community Development Block Grant Fund (CDBG) programs and the types of activities that are eligible for funding. For more detailed information on the program and the related eligible activities, please contact the City's Affordable Housing Program at housing@bendoregon.gov, or (541) 323-8550, or P.O. Box 431, 710 NW Wall Street, Bend, OR 97709, or visit the HUD website at www.hud.gov.

Objectives

In 2024, the City of Bend was awarded a \$5,000,000 in Pathways to Removing Obstacles to Housing (PRO Housing) grant from the U.S. Department of Housing and Urban Development (HUD). Approximately \$4,000,000 of the PRO Housing grant establishes the PRO Housing Fund. This Fund can be used for land acquisition, infrastructure, homebuyer assistance, new housing construction, and other housing-related costs through competitive RFP processes.

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1 of 24

The PRO Housing Fund is intended to be offered in competitive application cycles along with annual Community Development Block Grant (CDBG) and Affordable Housing Fund (AHF) offerings. Applicants may choose to apply for any/all the funding sources, greatly amplifying the amount of funding available for affordable housing development. Funds will be targeted to developments with high feasibility of success, low risk, and near-term deadlines, who, without additional funding, will be unable to proceed in the near term. By offering the Fund to developers as loans, as opposed to grants, repayments of loans are refunneled into future application cycles, resulting in a long-term impact on the community's housing and community development needs.

Funding from these sources shall only be spent for affordable housing programs and projects evaluated pursuant to the priorities established through the City of Bend Consolidated Plan and administration of the affordable housing programs and projects. Any loan proceeds from this source shall be returned to the relevant fund.

Eligible Proposals

Funding from these sources must be targeted as housing opportunities for households at or below 100% of Area Median Income (AMI) for AHF funds, and at or below 80% for PRO Housing and CDBG funds.

Eligible Applicants

PRO Housing and CDBG eligible applicants are Certified Community Housing Development Organizations (CHDOs), government housing providers and qualified 501(c)(3) organizations.

AHF eligible applicants are property owners, private sector for-profit developers, certified CHDOs, government housing providers and qualified 501(c)(3) organizations.

Any such organizations currently under investigation regarding previously awarded federal, state, or local government funding are ineligible for assistance from the City of Bend's Affordable Housing Program

CDBG Proposals

Community Development Block Grant (CDBG) is authorized under Title 1 of the federal Housing and Community Development Act of 1974, as amended. The primary objective of the CDBG Program is the development of viable urban communities through:

- The provision of decent housing,
- The provision of a suitable living environment, and
- The expansion of economic opportunities.

The Community Development Block Grant Program is administered at the federal level by the Department of Housing and Urban Development (HUD).

National Objectives

Federal regulations specify that all activities undertaken using CDBG funding must meet at least one of the following national objectives:

- Benefit to low-and moderate-income persons,
- Aid in the prevention or elimination of slums or blight, or
- Meet a need having a particular urgency.

HUD considers persons below 80% AMI low-income and persons at 80% AMI moderate-income. The three national objectives are summarized below:

1. Benefit to Low- and Moderate-Income Persons

Under this objective, CDBG-assisted activities must primarily benefit low- and moderate-income persons. The income

thresholds for meeting the low- and moderate-income requirement are determined by HUD. Projects funded with CDBG dollars must either:

- benefit all of the residents of a particular area, where at least 51% of the residents are low- and moderate-income,
- benefit specific populations (e.g., homeless persons, elderly persons, or persons living with HIV/AIDS), as long as 51% of those served are low- or moderate-income,
- provide or improve permanent residential structures for low- and moderate-income persons, or
- create or retain permanent jobs, at least 51% of which will be made available to or held by low- and moderate-income persons.

2. Elimination of Slum and Blight

Under this objective, CDBG-assisted activities must help to prevent or eliminate slums and blighted conditions. These activities must either:

- prevent or eliminate slums or blight in a designated area in which slums or blighted or deteriorating conditions exist,
- prevent or eliminate slums or blight on a spot basis in an area not located in a slum or blighted area, in cases where a specific condition is detrimental to public health and safety, or
- be in an urban renewal area.

3. Urgent Need

The Urgent Need category is designed only for activities that alleviate emergency conditions of recent origin that pose a serious and immediate threat to the health or welfare of the community, and for which no other sources of funding are available. An example of an eligible project under this category would be a major flood that causes serious damage to buildings and infrastructure, thereby threatening the safety of occupants or nearby residents.

Basic CDBG Eligible Activities

In order to meet local needs within the national objectives, the CDBG Program provides a great deal of flexibility in the eligible uses of CDBG funds. According to federal CDBG regulations outlined in 24 CFR 570, the basic eligible activities include a variety of uses.

Eligible Activities Under PRO Housing, AHF Funds

The PRO Housing and AHF funds can support eligible activities to include a variety of uses such as homeownership activities, rental housing activities and special needs housing including, but not limited to:

- Acquisition of real property by purchase
- Construction, reconstruction, and rehabilitation of housing
- Direct homeownership assistance to low- or moderate-income households
- Construction and permanent financing of both rental and homeownership projects
- Rehabilitation and Preservation - rehabilitation of privately owned buildings or low-income public housing

Ineligible Activities

In general, activities that are not specifically identified as eligible are considered to be ineligible. The following activities are specifically identified as activities that are not eligible for the PRO Housing, AHF, and CDBG funds. Please contact the City's Housing Division Manager or Affordable Housing Coordinator for more information on ineligible activities.

- Acquisition, construction, or reconstruction of buildings for the general conduct of government

- General government expenses
- Political activities
- Purchase of construction equipment, fire protection equipment, furnishings and personal properties
- Operating and maintenance expenses
- Income payments

2025 Income Limits

Initial tenants or homeowners of AHF assisted units must have an annual household income which does not exceed 100% of the area median income for the City of Bend (adjusted for family size) and initial homeowners and tenants of PRO Housing and CDBG assisted units must have an annual household which does not exceed 80% of the area median income for the City of Bend (adjusted for family size).

HUD Income limits are effective July 1, 2025.

Persons Per Household	1	2	3	4	5	6	7	8
Area Median Income (AMI)	\$80,000	\$91,400	\$102,850	\$114,300	\$123,400	\$132,550	\$141,700	\$150,850
Moderate Income (80% AMI)	\$64,050	\$73,200	\$82,350	\$91,450	\$98,800	\$106,100	\$113,400	\$120,750
(60% AMI)	\$48,000	\$54,850	\$61,700	\$68,550	\$74,050	\$79,550	\$85,000	\$90,500
Low Income (50% AMI)	\$40,000	\$45,750	\$51,400	\$57,150	\$61,750	\$66,300	\$70,900	\$75,450
Extremely Low Income (30% AMI)	\$24,050	\$27,450	\$30,900	\$34,300	\$37,050	\$39,800	\$42,550	\$45,300

Rent Limits

At the time of this application opening, OHCS 2025 Rent Limits for HOME Projects were not yet posted. For updated figures when available, please refer to <https://www.oregon.gov/ohcs/compliance-monitoring/pages/rent-income-limits.aspx>.

For reference, HUD's 2025 HOME rent limits for Bend, effective June 1, 2025, are listed below.

Rent Limits	0 Bedrooms	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom
Fair Market	\$1285	\$1318	\$1667	\$2336	\$2799	\$3219
Low Rent Limit	\$1000	\$1071	\$1285	\$1486	\$1657	\$1829
High Rent Limit	\$1281	\$1318	\$1651	\$1898	\$2098	\$2296

Please review the following documents regarding the City of Bend Affordable Housing Development Program:

[Affordable Housing Development Program](#)

[City of Bend Policy - Loans and Grants](#)

[504 Self-Evaluation Checklist](#)



I have downloaded and read the above documents.

A. Applicant Information

Completed by info@thistleandnest.org on 6/9/2025 7:46 AM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

A. Applicant Information

Please provide the following information.

ORGANIZATION INFORMATION

A.1. Organization Name

Thistle & Nest

A.2. Organization Address

250 NW Franklin Avenue, Suite 401

A.3. Executive Director Full Name

NA

A.4. Executive Director Email Address

NA

PROJECT INFORMATION

A.5. Project Name

Thistle & Nest: Hardy Road Prefabricated Homes

A.6. Project Location

20235 Hardy Road, Bend, OR 97703

CONTACT PERSON INFORMATION

A.7. Contact Full Name

Amy Warren

A.8. Contact Title

Board President

A.9. Contact Address

580 SE Craven Road

A.10. Contact Phone Number

541-330-8758

A.11. Contact Email Address

amy@thistleandnest.org

A.12. Board President Name

Amy Warren

A.13. Board President Email Address

amy@thistleandnest.org

B. Organization Information

Completed by info@thistleandnest.org on 6/8/2025 8:34 PM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

B. Organization Information

Please provide the following information about your organization:

B.1. What is the organization's background, mission, and service history:

Thistle & Nest partners with developers and builders to address the challenge of affordable housing in a way that is permanent in nature. The nonprofit's mission is to provide services, support, purchase opportunities, and stewardship for buyers of affordable owner-occupied housing. Thistle & Nest was formed in March of 2023 as part of the triad develop-build-nonprofit partnership that is overseeing this project. This team has 270 homes in total funded by Oregon Housing and Community Services' LIFT program and has banked land for an additional 140 using their LAP program. The nonprofit has a solid, time-tested and proven team of subcontracted organizations in the areas of land development, vertical development, home sales support, communications management and lease stewardship. Thistle & Nest completed the final sale in the first phase of Woodhaven Estates in May of this year. This phase of 19 homes, which was funded by a 2022 LIFT award and came in under budget and was completed ahead of schedule. It was also supported by Affordable Housing Fee funds and CICT funds, allowing the nonprofit to serve buyer households as low as 30% AMI. Thistle & Nest has sold 30 homes to date and has 28 homes under construction in Bend – all of which are under contract to be sold to qualified buyers. The nonprofit's waitlist for future homes in Bend has over 100 loan qualified buyers on it. The waitlist is growing faster than homes can be built, illustrating the need. Thistle & Nest's vision is to make a significant impact on Oregon's affordable housing shortage, as well as to provide the opportunity to gain personal equity and stability, by assisting low- and moderate-income buyer-ready households attain the dream of homeownership. In partnership with other organizations, the nonprofit plans to provide 1000 affordable homes in Oregon in the upcoming ten years.

B.2. Provide a brief description of the organization's financial stability as it pertains to the organization's capacity to successfully complete the project, including a brief financial history and primary funding sources. The City may request copies of the organization's financial audit or review for the last two years.

Thistle & Nest has a robust balance sheet, showing positive equity and liquid assets. The nonprofit has been building homes primarily with LIFT funds and cash flow from deferred developer/general contractor fees, but is also backed by private lenders as needed. This private funding allows for land acquisitions, pre-development, and often infrastructure to progress prior to receiving funds from Oregon Housing and Community Services (OHCS). The private funding commitment can also bridge the gap between building and sales. Thistle & Nest has received funding awards of just under \$39 million from OHCS to date, an average of \$13 million per year. Thistle & Nest is not required to perform an independent audit because the organization does not receive Federal funding at this time. The nonprofit will perform a financial audit if Federal funds are received in excess of \$750,000 per year. Tax returns and year-to-date finance reports are available upon request.

B.3. Key Personnel Assigned to Project:

Name	Job Title	Qualifications	FTE Hours
Larry Kine	Board Treasurer	Long term developer	8
Amy Warren	Board President	Years of experience in affordable housing builder	8

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7 of 24

		and program administration	
Alexis O'Connor	Homebuyer support	Manages a portfolio of 68 deed restricted homes	8
			24

C. Project Description

Completed by info@thistleandnest.org on 6/12/2025 10:59 AM

Case Id: 30350

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Address: *No Address Assigned

C. Project Description

Please provide a brief description of the following:

C.1. Total amount requested:

\$4,000,000.00

C.2. In one or two sentences, describe what the requested funds will be used for.

The requested funds will be used for land acquisition, pre-development/infrastructure, and building.

C.3. Total number of units to be developed:

10

C.4. Number of accessible units:

5

C.5. Number of Affordable Units:

10

C.6. Number of market rate units:

0

C.7. Describe the need or problem your project will address.

This project will address the need for affordable owner-occupied housing for low-income (<80% AMI) households, and for buyer-ready low-income individuals with limited ability – both populations are City of Bend priorities. Fifty percent of the homes (five in total) will be accessible. Bend, Oregon has a significant shortage of ownership opportunities for this income demographic, and very few accessible homes available for any income demographic. No homes are available for sale on the conventional real estate market that this income range can afford. This project request is for 10* units in total. These homes will allow local low-income households the opportunity to both obtain stable housing, and to build equity. According to the US Census Bureau, 6.8% of the population in Bend, Oregon, under the age of 65 years, has a disability. These homes will provide ownership opportunities for this population, and also for seniors who do not have a disability but have diminishing abilities as they age. The project also addresses the need for diverse communities, as well as equitable opportunities for minorities, women, seniors, and those experiencing a disability. The opportunities this project will afford to those priority populations will benefit the local workforce. The project also provides stable work for many local businesses. Over 50% of funds paid over the past year to subcontractors at Woodhaven Estates were to those that would qualify as minority-owned, woman-owned, or small emerging businesses. *If a lesser award is offered, the number of homes will be reduced.

C.8. Describe how your project will address the identified need or problem, including project background, project objectives, services to be provided by the project, the populations or areas to be served, and how the Affordable Housing Development assistance will be used.

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9 of 24

Thistle & Nest is applying for funds to support the land purchase, with infrastructure included, for 10 homes at what is currently 20235 Hardy Road in Bend. With a Pro Housing funding award, this project will address the need for affordable, owner-occupied housing for low-income households, and households with limited ability, by deferring the cost of the land and the building for 20 years. These funds will allow the nonprofit to provide additional housing units in Bend, OR which are available to a wider demographic than without the funds. The ability to serve low-income and limited ability buyers will intersect with the demographics of the populations in which Thistle & Nest prioritizes outreach to. The objectives of this project are to: 1) provide ownership opportunities that are permanent in nature, 2) to provide energy efficient homes that reduce the household's energy bill, 3) to create more job opportunities for our local workforce, 4) to build in an efficient, innovative, and replicable manner, and 5) serve historically underserved populations at a rate that is greater than their representation in the Bend area – this particular objective goal is for both our housing programs and subcontracts. Services provided by this project include pre-purchase support, ownership opportunities, and post-purchase stewardship. The project will serve the Central Oregon area by providing reduced effective purchase prices for homes within the Bend, OR urban growth boundary.

C.9. Describe how your project will address the identified need or problem in a way or to a degree not already being achieved in the community. Please identify any other similar programs or projects and how your project will add to or improve upon existing services.

This project will provide more accessible, low-income (<80 AMI), owner-occupied homes to the Bend area than any other affordable homeownership project has provided to date. This demographic is underserved, and Thistle & Nest is able to expand the City's housing portfolio of affordable, accessible homes through this project. Other similar housing providers in the Bend area include First Story, Habitat for Humanity Chapters, and Rooted Homes. Each organization offers something a little different and complementary to the others. The above listed housing providers, along with NeighborImpact, organize three housing fairs per year as a one-stop-shop for potential buyers. Thistle & Nest is set apart by their ability to develop a relatively large number of homes in an expedited timeframe. The nonprofit addresses the need for attainable owner-occupied housing through nonprofit/for-profit partnerships. Relative to other housing providers, this allows the organization to address the need in a timely and financially efficient manner, on a greater scale. The nonprofit also focuses on efficiency in both internal operations, and in the purchase process. Much of the operational work is performed through partnerships and subcontracts with oversight from the board. This allows Thistle & Nest to be financially reactive to the workload at hand and eliminates much of the burden of overhead costs. The nonprofit's pre-purchase support is not as robust as Habitat's, where buyers work within their program for up to a year - an incredibly valuable service for households who are not quite buyer-ready. On the other end of the spectrum, Thistle & Nest works with buyer-ready households who prefer not to experience the time requirement of other programs prior to purchase.

C.10. Describe the ways in which your project will have a long-term impact on the need or problem being addressed.

Thistle & Nest uses the community land trust model. The land lease has a 99-year renewable term, ensuring that the homes stewarded by the nonprofit are permanently affordable. The deed restriction on resale that is contained within the land lease allows for a modest gain for the homeowner. This gain, coupled with a monthly reduction of the principal loan amount, allows the homeowner to gain equity in addition to having stable housing – something that is not possible with rental housing. Fifty percent of the homes provided by Thistle & Nest through this project will create a stable and accessible homeownership opportunity for households with an individual(s) with limited ability. This housing stability has the potential to have a lasting positive impact on a disabled owner through an affordable payment, a sense of community, and a home that is functional for their needs. Additionally, Thistle & Nest's energy efficient building practices help insulate homeowners from rising energy costs over time. This energy security is another aspect of the long-term impact the nonprofit will have on the need for affordable home costs.

C.11. Describe your organization's plan for evaluating the progress of the project toward addressing the identified

need or problem.

Thistle & Nest uses the HomeKeeper CRM (a Salesforce application) to track and evaluate the progress of the project and how it addresses the need. The nonprofit will conduct annual internal evaluations to ensure compliance and will make adjustments as necessary. The HomeKeeper database will allow the nonprofit to track the income demographics of those in our homeownership program, including this project, over time. It will also track the percentage of households served that are representative of our priority populations for this project – those with limited ability, minorities, woman-led households, and those who have experienced generational poverty.

C.12. Please indicate the time period that the project will remain affordable and how your organization plans to ensure that the project remains affordable for the specified time period:

The project will remain affordable in perpetuity. This is ensured through the deed restriction in the Thistle & Nest Ground Lease.

C.13. Describe your organization's collaborations with other agencies, including those that serve protected classes under the Fair Housing Act. Briefly explain your organization's history with these agencies, including any measurable outcomes in the last 12 months. What are your expected outcomes for this project?

Thistle & Nest, and their nonprofit partners, comply with fair housing laws and serve protected classes under the Fair Housing Act. The nonprofit currently collaborates with the following partners:

- NeighborImpact – The partnership includes income verification, homebuyer education and counseling, financial workshops, downpayment matching, and outreach support.
- Latino Community Association – This MOU is to support outreach to the Latino Community and to assist with translation and interpretation on an as-needed basis.
- Housing Works – An MOU is in place to assist with outreach and connection to potential buyers with a Section 8 Housing Voucher, allowing the program to potentially benefit very-low-income households (as defined by HUD).
- Bend-Redmond Habitat for Humanity – Thistle & Nest is collaborating with Habitat for City of Bend surplus properties on best building practices, sustainable and energy efficient strategies.
- Heart of Oregon's Youth Build – This nonprofit is building two of Thistle & Nest's homes in Prineville, and plans to build one of the homes at the Franklin Ave. surplus property. Thistle & Nest has matched 58 low-income households with a home in Woodhaven Estates! This development has provided stable housing for 34 women-led, 8 senior-led households, 17 families with children, 10 households that identify as non-white, as well as 55 first-time and 9 first-generation homebuyers. The nonprofit also served a financially diverse group of buyers, ranging from less than 30% AMI up to 80% AMI, including two households with a Section 8 Voucher. 53 of those households contribute to the local workforce, and 5 households are owned by retirees. These diverse demographics are possible in part by our nonprofit partners, and by City of Bend financial assistance. It is expected that through the outreach facilitated by these partnerships, the nonprofit will serve priority populations at a percentage which is greater than their representation in the Bend area.

C.14. If your project will include accessible units, please describe the planned design elements for accessibility, and reference industry design standards you plan to use. Describe how your organization will market the units.

Thistle & Nest plans to design fifty percent (50%) of the homes to be a hybrid of UD (universal design) and ADA. The blending of these features will allow us to make financially sensible choices while still providing an accessible home. The nonprofit is also using this accessibility design strategy in the Larch Grove (Bend) and Makara Landing (Lincoln City) developments. One example of this is that UD requires an oven that has a side-swing door, which is quite costly, while ADA design allows for a traditional range. In this case, the kitchens are designed to UD standards, with the exception of the range/oven. Thistle & Nest will market these units through Google search optimization, and through our outreach partners.

D. Property and Project Information

Case Id: 30350
Name: Thistle & Nest: Manufactured Home - 2025
Address: *No Address Assigned

Completed by info@thistleandnest.org on 6/24/2025 9:08 PM

D. Property and Project Information

Please provide the following information.

D.1. Describe the proposed site Include information on any improvements (infrastructure, grading, etc.) and the existence of commercial or residential structures. If building(s) are occupied, include information on the type of occupants (including relationship to the seller or other entities) and the number of occupants. For vacant parcels, include information on any known critical habitats, wetlands, rivers/streams immediately on or adjacent to the property. For previously developed sites, include information on known historic significance (or construction 50 years or older) on OR adjacent to the property.

The Hardy Road project that this funding will be allocated to includes up to ~2 acres that will be subdivided from the home that is currently on that property. The portion that is used for this project will be further subdivided to fit the number of homes that Thistle & Nest is able to develop using this funding award. The land will be purchased by Thistle & Nest build-ready, with infrastructure completed. The property is not adjacent to any waterways, no critical habitats were identified, and the recent past usage was residential. The property did not previously contain, nor is it adjacent to, any historical structures or landmarks.

D.2. Property Legal Description

NA - property will be subdivided from the current property at 20235 Hardy Road in Bend.

D.3. Site Condition

Vacant (previously disturbed)

D.4. Current Property Owner

James and Natalie LIn

D.5. Parcel Size (Acres)

~1 to 2 acres

D.6. Site Control Status

Under Contract/Option to Purchase

If Under Contract/Option to Purchase enter expiration date:

12/16/2026

If Leased, enter expiration date:

D.7. Site zoning

RS

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12 of 24

Upload supporting documentation

Property Legal Description

***No files uploaded*

Map of Project Location

188179_TaxMap.pdf

Evidence of Site Control

Evidence of Site Control_Hardy Rd.pdf

Property Appraisal

***No files uploaded*

Notes – additional information

ZONING AND SITE PLAN STATUS

D.8. Is the present zoning conforming?

Yes

D.9. Is the site plan for your project approved?

No

Provide an estimated date of approval.

06/30/2026

SERVICES TO SITE

Indicate if the following utilities and infrastructure are in place to service the project site.

D.10. Street access

Yes

D.11. Gas

Yes

D.12. Electric

Yes

D.13. Water

Yes

D.14. Sanitary sewer

Yes

D.15. Storm sewer

Yes

E. Work Program

Completed by info@thistleandnest.org on 6/11/2025 2:19 PM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

E. Work Program

Please provide the following information.

E.1. Anticipated Start Date:

08/02/2027

E.2. Anticipated Completion Date:

12/31/2027

E.3. List of Task(s) Needed for Project

Task	Start Date	End Date
Land acquisition	08/02/2027	08/02/2027
Site work and prefabricated home installation	08/03/2027	12/31/2027

NOTE: If funded, staff will work with you to set benchmarks for your project. Failure to meet these benchmarks could mean a reduction in funding during current or future years.

F. Project Benefit

Completed by info@thistleandnest.org on 6/11/2025 4:49 PM

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Address: *No Address Assigned

F. Project Benefit

Please provide a brief description of the following:

F.1. Estimate of the total number of households to be served by the project.

10

F.2. Estimate the number of households to be served, by income level.

<30% AMI	31-50% AMI	51-80% AMI	>81% AMI
2	1	7	

F.3. Estimate the number of households to be served, if known.

Elderly (aged 62+)	Persons with Disabilities	Female Head of Household	Veterans
2	3	5	1

G. Financial Information

Completed by info@thistleandnest.org on 6/12/2025 8:10 AM

Case Id: 30350

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Address: *No Address Assigned

G. Financial Information

Please also provide the following financial information:

G.1. A detailed line-item budget describing the total project cost and operating income and expenses, including consideration of inflationary factors, maintenance costs, potential relocation costs, and increased insurance costs associated with the project.

Budget Form *Required

Proforma_HardyRd.pdf

G.2. Describe the assumptions used to determine the total project cost and the operating budget, including the sources consulted and how costs were determined.

Building costs for this project were arrived at after interviewing multiple prefabricated housing providers and researching what can be expected for the increased cost in site work due to the required prevailing wage rates that accompany this funding. Thistle & Nest, as the developer, will defer the developer fee until the end of the project. If the project does not make money or goes over budget, with contingency, it comes out of the developer's fee and the nonprofit receives less compensation for the project.

G.3 Briefly describe your organization's plan for funding the project after the first year, if applicable.

NA

G.4. Explain your organization's ability to proceed with the project without your requested Affordable Housing Development assistance, or with an award less than your requested amount.

This project can be awarded less funds in increments of two homes, since the dwellings will be duplexes. Each duplex cut will reduce the award by \$800,000. The project will work with a minimum of two duplexes - four homes. Four homes would provide two accessible units. This is an opportunity for AHAC and the City of Bend to choose at what level they prioritize accessible homes.

G.5. For construction projects, please provide a detailed pro forma

Detailed Pro Forma

Proforma_HardyRd.pdf

G.6. For homeownership projects, please provide potential or confirmed mortgage lenders that will be able to access financing for purchase of proposed housing units. Please provide evidence information of penitential mortgage financing for the homebuyer. Evidence being lender information, loan program/s, financial structure (i.e. down payment/terms).

Since this project will not have LIFT funding, the mortgage options are widely available. They include Fannie Mae, Freddie Mac, FHA, VA, and portfolio loans, just to name a few. Most loan officers offer these programs and buyers should not experience a challenge with lending.

G.7. Please provide any interest rate or loan terms that vary from the [City of Bend Policy - Loans and Grants](#) and would be necessary for the implementation of the proposal. All proposals will have loan terms applied.

The City of Bend Policy for land acquisition using a land trust model is requested for the land portion of the award. The loan terms for the remaining funds for the dwellings is requested at 3% interest, compounded annually. The interest will accrue over time and no payments are due throughout the term of the loan. Principle and interest will be satisfied at year 20 with a balloon payment. These are the same terms as Thistle & Nest's 2024 award from AHAC for building.

G.8. PRO Housing Funds Requested

\$4,000,000.00

G.9. AHF Funds Requested

\$0.00

G.10 CDBG Funds Requested

\$200,000.00

G.11. Leveraged Funds

\$1,821,632.00

H. Budget

Completed by info@thistleandnest.org on 6/12/2025 8:22 AM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

H. Budget

Please provide the following information.

H.1. Project Budget

Project Activities	Pro Funds Requests	AHF Funds Requested	CDBG Funds Requested	Other Public Funds	Private Funds	Activity Total
Land acquisition	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000,000.00
Building & site work	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$1,768,000.00	\$3,768,000.00
Project administration	\$0.00	\$0.00	\$0.00	\$0.00	\$53,632.00	\$53,632.00
TOTAL	\$4,000,000.00	\$0.00	\$0.00			\$5,821,632.00

H.2. Other Public Funds

Source	Use of Funds	Amount of Funding	Funding Status
		\$0.00	
TOTAL		\$0.00	

H.3. Private Funds

Source	Use of Funds	Amount of Funding	Funding Status
Recycled internal funds	Building & site work	\$1,768,000.00	Secured
Recycled internal funds	Project administration	\$53,632.00	Secured
TOTAL		\$1,821,632.00	

H.4. Funding Documentation

Funding Documentation - Letters of funding commitment from sources

***No files uploaded*

I. Project Feasibility and Readiness

Completed by info@thistleandnest.org on 6/12/2025 9:12 AM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

I. Project Feasibility and Readiness

Please provide the following information regarding project feasibility and readiness:

I.1 Describe your organization's administrative capacity to complete the project, including its experience in implementing and managing activities similar to the proposed project. If capacity is achieved through partnerships with or utilization of other organizations or agencies, describe the nature and status of these partnerships.

Larry Kine, board treasurer, will oversee development on a volunteer basis. Kine has worked in real estate & development since 1995. He has managed, or been a member of, several LLCs focused on land development and construction in Oregon, Washington, Idaho, Montana and California. Combined, those LLC's have developed more than 5,500 lots and more than 3,550,000 sq.ft. of residential construction and over 250 homes in Oregon, many of which were affordable to missing-middle buyers. Additionally, Larry has secured land to build a total of 453 affordable homes in Oregon for Thistle & Nest's program. Amy Warren, board president, will oversee the construction process and the homeownership program. She has been in the construction industry for 23 years and currently owns a construction and development company. Her degree in Energy Systems Engineering lends her to the energy efficiency portion of design and building in this project. She is the founder of Kor Community Land Trust (now Rooted Homes), a Bend-based grassroots nonprofit that addresses the need for perpetually affordable, zero-energy, owner-occupied housing. In her 8 years with Kor, and under her leadership as executive director, she secured funding to purchase land and develop 10 deed-restricted, net-zero energy homes, as well as managed the land development, building, and homeownership services. Since leaving Kor, she has secured ~\$35 million in LIFT funding, and ~\$4 million in LAP (land acquisition program) Oregon for Thistle & Nest. Her vertical development company, Hive Development, a certified WBE, will be the builder for Thistle & Nest's homes in this project. Thistle & Nest has a robust team of contractors for homebuyer support, education, income verification, bookkeeping and finance, marketing and outreach, and language translation, as well as the other organizational tasks. The nonprofit currently has 38 homes in stewardship, and another 28 under contract/construction.

I.2. If applicable, describe your neighborhood and/or community support for the project. Attach letters of support or other evidence of neighborhood/community support.

The housing development is an improvement and a benefit to the neighborhood as well as to the community at large. During the short period that this RFP has been open, community outreach for support was not a possibility. Thistle & Nest anticipates the support for this community to be similar to their current developments – which is quite supportive.

Attach Letters of Support

Evidence of Neighborhood/Community Support

***No files uploaded*

I.3. Describe your organization's readiness to proceed with the project. For example, is staff currently available to work on the project, or is the organization ready to proceed with hiring staff?

This Thistle & Nest team is ready to proceed as soon as a funding award is received. They are aware that these funds can take 6-12 months to be available after an award is approved by City Council, and have planned the purchase of the

build-ready property accordingly. The project will be overseen by Thistle & Nest as the Developer and executed by subcontractors. The organization currently contracts a team that has the capacity to add this project to their workload. Upon receiving an award, the nonprofit will begin the RFP process to hire a General Contractor and to choose a home prefabrication company. This project will be managed by the Thistle & Nest board of directors. For some of the nonprofit's developments, board members competitively bid for work associated with the development. Their 1023 application with the IRS for 501(c)(3) status disclosed this, and their Conflict of Interest (COI) Policy provides a process to mitigate a conflict if it exists. If awarded these funds, no board member or family of a board member will be compensated for work done on the homes funded by Pro Home funds, per HUD's COI Policy. All other aspects of HUD's COI policy will also be followed.

I.4. Describe any land use processes (such as a zone change or a conditional use permit) the project will require and what steps, if any, have been taken to address these issues.

This property will be purchased build-ready, with infrastructure in place. No known land use processes are prohibitive of this development. The development is in alignment with the RS (single family) zoning. The timeline to receive Pro Home funds is in alignment with the seller's timeline to perform the subdivision and infrastructure work necessary.

I.5. For PRO Housing and CDBG applicants, describe your organization's familiarity with meeting federal requirements, and/or the organizations plan for ensuring that these requirements are satisfied.

This will be Thistle & Nest's first Federal funding award. The nonprofit's board president received and complied with CDBG funds in her past work at Kor Community Land Trust. She currently oversees the compliance with LIFT funding, and although it is different, the compliance has been successful. The Thistle & Nest board of directors is ready, able, and willing to comply with the Federal requirements.

I.6. Estimated date that all funds will be spent.

12/31/2027

I.7. Estimated date that units will be occupied.

03/31/2028

J. Required Documents

Completed by info@thistleandnest.org on 6/11/2025 2:23 PM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

J. Required Documents

Please provide the following information.

Please download, complete, and upload the document (s) below:

- [504 Self-Evaluation Checklist](#)

Documentation

504 Self-Evaluation Checklist

504 Self-Certification.pdf

Affirmatively Furthering Fair Housing Statement and Marketing Plan

Fair Housing Policies.pdf

Proof of Non-Profit or Governmental Status

Thistle-Nest IRS Tax Exempt Approval 92-4694655.pdf

Status of Oregon Business Registry Printout

SOS Business Registry 2025.pdf

Unique Entity Identifier (UEI) Number

Thistle&Nest ID #s.pdf

Map of Project Location

188179_TaxMap.pdf

Equity and Inclusion Policy

DEI Policy adopted 9-21-23.pdf

Submit

Completed by info@thistleandnest.org on 6/24/2025 9:09 PM

Case Id: 30350

Name: Thistle & Nest: Manufactured Home - 2025

Address: *No Address Assigned

Submit

Once an application is submitted, it can only be "Re-opened" by an Administrator. Also note: please check your Spam email folder if you have not received any emails from Neighborly.

The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining funding under the City's Affordable Housing Development Program.

I understand that U.S.C. Title 18, Sec. 1001, provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies...or makes any false, fictitious or fraudulent statements or representation, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both."

I certify that the application information provided is true and complete to the best of my/our knowledge.

I agree to provide any documentation needed to assist in determining eligibility and are aware that all information and documents provided, except as exempted pursuant to law, are a matter of public record.

I further grant permission and authorize any bank, employer, or other public or private organization to disclose information deemed necessary to complete this application.

Authorized Signature

Amy Warren

Electronically signed by info@thistleandnest.org on 6/24/2025 9:09 PM

Hardy Road Project Budget	
PROJECT SOURCES	Project Sources
Pro-Housing Funds	\$ 4,000,000
In house recycled funds	\$ 1,821,632
TOTAL PROJECT SOURCES	\$ 5,821,632
PROJECT USES	Project Uses
Land Acquisition (build-ready)	\$ 2,000,000
Building	\$ 3,768,000
<i>Building permits</i>	\$ 58,000
<i>System Development Charges</i>	\$ -
<i>Plan design & engineering</i>	\$ 40,000
<i>Building hard costs</i>	\$ 3,000,000
<i>General contractor fee</i>	\$ 304,000
<i>Project management</i>	\$ 66,000
<i>Contingency</i>	\$ 300,000
Project Administration	\$ 53,632
<i>Appraisal</i>	\$ 3,000
<i>Legal</i>	\$ 10,000
<i>Project marketing</i>	\$ 2,000
<i>Course of construction insurance</i>	\$ 8,684
<i>GL insurance</i>	\$ 8,947
<i>Property taxes</i>	\$ 1,000
<i>Program expenses (income verification)</i>	\$ 5,000
<i>Overhead</i>	\$ 15,000
TOTAL PROJECT USES	\$ 5,821,632

<u>Number of homes</u>
5
<u>Square feet (s.f.)/home</u>
1000
\$ 295,000

<u>Number of homes</u>
5
<u>Square feet (s.f.)/home</u>
1200
Revenue/home
\$ 215,000

HOME SALES	\$ 2,550,000
Sales Expenses	\$ (148,900)
<i>Realtor fee</i>	\$ (75,000)
<i>Closing costs</i>	\$ (18,900)
<i>Stewardship fee</i>	\$ (55,000)
Loans	\$ (1,899,632)
<i>Construction loan interest</i>	\$ (78,000)
<i>Loan repayment at occupancy</i>	\$ (1,821,632)
NET PROJECT REVENUE/DEVELOPER FEE	\$ 501,468

DESCHUTES COUNTY

1" = 100'

