



## FOR ALL APPLICANTS

### Before completing the EOI Form:

- Before completing the EOI Form it is recommended that Applicants read the “NHFC Guidelines for National Housing Infrastructure Facility (NHIF) Social and Affordable Housing (SAH) Projects” (**Guidelines**), which is available on the NHFC website: [www.nhfc.gov.au](http://www.nhfc.gov.au). Capitalised terms in this EOI Form have the same meaning as in the Guidelines, unless the context requires otherwise.
- NHFC recommends that Applicants seek advice from their legal, business, tax and financial advisors before applying for NHIF SAH Finance or making any decision in relation to NHIF SAH Finance.
- Applicants are also encouraged to contact NHFC by calling 1800 549 767 or emailing [inquiries@nhfc.gov.au](mailto:inquiries@nhfc.gov.au) to discuss their proposal. This will assist Applicants to determine whether they may be eligible for NHIF SAH Finance.

### The EOI Form:

- Applicants must complete and submit this EOI Form before submitting a formal application for NHIF SAH Finance. Information provided in the EOI Form will assist in determining Applicants’ eligibility to apply for a NHIF Loan and/or NHIF Grant. Applicants may submit a completed Application Form once their EOI Form has been assessed by NHFC, NHFC confirms the Applicant is eligible and invites them to submit an Application Form.
- Applicants that are applying for both a NHIF Loan and a NHIF Grant are only required to complete 1 EOI Form. All parts of the EOI Form must be completed by all NHIF Loan and /or NHIF Grant Applicants regardless of whether the Applicant is applying for a NHIF Loan only, a NHIF Grant only, or applying for both a NHIF Loan and a NHIF Grant.
- If there is insufficient space to respond to the EOI Form, please attach additional pages with your response and refer to the relevant section of the EOI Form.

### EOI assessment:

- If your EOI Form is incomplete, it will not be assessed until **ALL** required information and documents are provided to NHFC.

### How to apply:

Completed and signed EOI Forms (with all information and documentation required to be submitted with the EOI Form) must be submitted to NHFC by either:

- Post: Level 10, Export House, 22 Pitt Street, Sydney, 2000
- Email: [inquiries@nhfc.gov.au](mailto:inquiries@nhfc.gov.au)

### Enquiries:

If you have any questions, please contact NHFC by calling 1800 549 767 or by email at [inquiries@nhfc.gov.au](mailto:inquiries@nhfc.gov.au).

## ELIGIBILITY CHECKLIST

In order to be considered for NHIF SAH Finance, the Applicant must answer:

- **Yes** to all of questions 1 to 5 below; and
- **Yes** to only one of the questions from questions 6 to 10 below.

If the Applicant answers **No** to any of questions 1 to 5 or **No** to all questions from questions 6 to 10 below, the Applicant will be ineligible to apply for NHIF SAH Finance.

If you have any questions about eligibility, contact NHFIC using the contact details on the first page of this EOI Form or refer to the Guidelines on the NHFIC website.

**You must answer “yes” to all of questions 1 to 5 (inclusive) to be considered for NHIF SAH Finance:**

No.	Eligibility Question	Answer
1.	Is the Applicant applying for NHIF SAH Finance in respect of a project ( <b>Proposed Project</b> ) that would provide new social or affordable housing (including projects that will also provide other types of new housing) within Australia?	Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	Is the Applicant applying for NHIF SAH Finance in respect of a project that demonstrates “additionality”, that is, the project would be unlikely to proceed, or would be likely to proceed only at a much later date, or with a lesser impact on new social or affordable housing, without NHIF SAH Finance?	Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	Does the Applicant have an Australian Business Number (ABN)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	Does the Applicant have an account with an Australian financial institution?	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Is the Applicant legally constituted at the time of lodging this application or, in the case of special purpose vehicles, is the Applicant able to demonstrate that it will be legally constituted by the time any NHIF SAH Finance documents are entered into?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**You must answer “yes” to only one question from questions 6 to 10 (inclusive):**

6.	Is the Applicant an Australian State or Territory?	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.	Is the Applicant a local governing body as defined in section 4 of the <i>Local Government (Financial Assistance) Act 1995</i> (Cth)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
8.	Is the Applicant a State, Territory or local government-owned corporation (other than a utility provider) which engages in substantial trading or financial activities?	Yes <input type="checkbox"/> No <input type="checkbox"/>
9.	Is the Applicant a registered community housing provider which engages in substantial trading or financial activities? ( <i>CHPs must provide, with this EOI Form, evidence of registration as a Tier 1, 2 or 3 CHP</i> )	Yes <input type="checkbox"/> No <input type="checkbox"/>
10.	Is the Applicant a special purpose vehicle that: <ul style="list-style-type: none"> <li>• has at least one member that is able to answer “yes” to one of the questions from questions 6 to 9 above;</li> <li>• has the purpose of undertaking social or affordable housing projects; <b>and</b></li> <li>• is an entity that has been, or will be, incorporated to engage in substantial trading or financial activities?</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>

# PART A: APPLICATION DETAILS

All parts of the Application Form must be completed.

## 1. NHIF SAH Finance requested

**Is the Applicant applying for (tick all applicable):** Total amount of funding required \_\_\_\_\_ and if known, please specify:

NHIF Loan: \_\_\_\_\_ senior amount  
\_\_\_\_\_ subordinated amount

NHIF Grant: \_\_\_\_\_ grant amount

## 2. Applicant details

**Name:** \_\_\_\_\_

**Trading name (if applicable):** \_\_\_\_\_

**Type of Applicant:**

<input type="checkbox"/> Australian State or Territory	<input type="checkbox"/> Local governing body as defined in section 4 of the <i>Local Government (Financial Assistance) Act 1995</i> (Cth)
<input type="checkbox"/> A State, Territory or local government owned corporation (other than a utility provider) which engages in substantial trading or financial activities.	<input type="checkbox"/> A registered community housing provider which engages in substantial trading or financial activities ( <i>CHPs must provide, with this EOJ Form, evidence of registration as a Tier 1, 2 or 3 CHP</i> )
<input type="checkbox"/> A social or affordable housing special purpose vehicle that is, or will be incorporated to, engage in substantial trading or financial activities.	

**Description of the Applicant's business activities:**

**Details of consultants, technical advisers and if known, builder assisting with the project:**

**Description of the Applicant's, consultant's, technical adviser's and builder's relevant experience and / or expertise:**

**ABN:** \_\_\_\_\_

**ACN (if applicable):** \_\_\_\_\_

Does the Applicant have an Australian bank account? Yes  No

Does the Applicant exist and is it legally constituted? Yes  No

**3. Contact details for communications in respect of the EOI (if the Applicant is an SPV, the Lead Organisation’s contact details must be provided)**

<b>Contact person name:</b>	
<b>Contact person’s title, role or relationship to Applicant:</b>	
<b>Phone number:</b>	<b>Mobile number:</b>
<b>Fax number:</b>	<b>Email address:</b>
<b>Physical Address</b> <i>(of the Applicant)</i>	
	<b>Postcode</b>
<b>Postal Address</b> <i>(if different to above)</i>	
	<b>Postcode</b>

**4. Conflicts of interest**

**Does the Applicant, or any of its consultants or technical advisers, have any actual, potential or perceived conflicts of interest (including any professional, commercial or personal relationship with a party who is able to influence the NHIF EOI assessment or NHIF application process, or any relationship with, or interest in, an organisation which is likely to interfere with, or restrict, the Applicant from carrying out the Proposed Project)?**

**If so, please identify any such conflicts and provide details.**

**5. Special Purpose Vehicle details (this section is only required to be completed by Applicants that are SPVs)**

<b>Description of the purpose of the SPV and role/s and responsibility/ies of the SPV in the Proposed Project:</b>	
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**SPV members**

(Provide the following details for each member of the SPV. If there are additional members or insufficient space to respond, please attach additional pages to this Application Form.)

**Member 1**

<b>(1)</b>	<b>Name:</b>	
<b>(2)</b>	<b>ACN</b> (if applicable):	
<b>(3)</b>	<b>ABN</b> (if applicable):	
<b>(4)</b>	<b>Relationship with SPV</b> (for example, shareholder or partner):	
<b>(5)</b>	<b>Ownership interest in SPV</b> (if applicable):	
<b>(6)</b>	<b>Is the member an Underlying Eligible Member</b> (that is, would the member respond “yes” to one of questions 6 to 10 on page 2 of this EOI Form):	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please specify the SPV member’s type of entity:
<b>(7)</b>	<b>Is this member the Lead Organisation that will be in contact with NHFIC in respect of the EOI?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/> (Only an Underlying Eligible Member may be nominated as the Lead Organisation.)
<b>(8)</b>	<b>Description of member and the activities the member is engaged in</b> (including details supporting whether the member is engaged in substantial trading or financial activities):	
<b>(9)</b>	<b>Outline of the relevant experience and / or expertise that the member will bring to the Proposed Project:</b>	
<b>(10)</b>	<b>Role/s and responsibility/ies of the member in the SPV and the Proposed Project</b> (including an overview of how the member will work with other members of the SPV to successfully complete the Proposed Project):	
<b>(11)</b>	<b>If any, details of the resources that the member will contribute to the SPV and / or Proposed Project</b>	
<b>(12)</b>	<b>Proposed duration of the commitment from the member to the Proposed Project</b> (and details of any assurances in respect of this):	

Member No. ____		
(1)	<b>Name:</b>	
(2)	<b>ACN</b> (if applicable):	
(3)	<b>ABN</b> (if applicable):	
(4)	<b>Relationship with SPV</b> (for example, shareholder or partner):	
(5)	<b>Ownership interest in SPV</b> (if applicable):	
(6)	<b>Is the member an Underlying Eligible Member</b> (that is, would the member respond “yes” to one of questions 6 to 9 on page 2 of this EOI Form):	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please specify the SPV member’s type of entity:
(7)	<b>Is this member the Lead Organisation that will be in contact with NHFIC in respect of the EOI?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/> (Only an Underlying Eligible Member may be nominated as the Lead Organisation.)
(8)	<b>Description of member and the activities the member is engaged in</b> (including details supporting whether the member is engaged in substantial trading or financial activities):	
(9)	<b>Outline of the relevant experience and / or expertise that the member will bring to the Proposed Project:</b>	
(10)	<b>Role/s and responsibility/ies of the member in the SPV and the Proposed Project</b> (including an overview of how the member will work with other members of the SPV to successfully complete the Proposed Project):	
(11)	<b>If any, details of the resources that the member will contribute to the SPV and / or Proposed Project</b>	
(12)	<b>Proposed duration of the commitment from the member to the Proposed Project</b> (and details of any assurances in respect of this):	

## 6. Project information

<b>(a)</b>	<p><b>Summary and description of the Proposed Project:</b></p> <p><i>Please provide the following details (i) tenure mix - number of social / affordable / market dwellings, (ii) location, (iii) whether a registered community housing provider will own or lease the properties, (iv) whether construction has completed and if not, when construction can commence and is likely to be completed by, and (v) the cohorts the Proposed Project is aimed at providing social or affordable housing, (vi) the extent to which the dwellings will be designed in accordance with universal design principles)</i></p>
<b>(b)</b>	<p><b>Why is the Applicant seeking NHIF SAH Finance for the Proposed Project?</b></p> <p><i>Explain the Applicant's rationale for seeking NHIF SAH Finance, including any difficulties experienced in obtaining private sector funding for the Proposed Project.</i></p>
<b>(c)</b>	<p><b>Does the Proposed Project provide new social or affordable housing (including projects that will also provide other types of new housing) within Australia? Identify the likely effect of the Proposed Project on the supply and ongoing availability of social or affordable housing.</b></p> <p><b>Provide evidence in support of your response, including:</b></p> <ul style="list-style-type: none"> <li>• Evidence demonstrating: <ul style="list-style-type: none"> <li>– the impact of the Proposed Project on the amount of housing;</li> <li>– the impact of the Proposed Project on the timing of the supply of housing; and</li> <li>– the extent to which relevant approvals (for example, local, state and federal) are in place or underway and the status of any authorisations, consents, licences, exemptions, filings or registrations in respect of the Proposed Project.</li> </ul> </li> <li>• Project feasibility and construction programs for the Proposed Project.</li> </ul>
<b>(d)</b>	<p><b>What is the total cost of the Proposed Project?</b></p> <p><i>Please provide (i) details of the total cost of the project; broken down into land acquisition / use rights costs (if any), development costs, construction works, fees and expenses and any ongoing operational costs and expenses, and (ii) a copy of the financial model or budget for the Proposed Project.</i></p>
<b>(e)</b>	<p><b>What are the funding sources for the Proposed Project and have other parties provided (or committed to provide) funding / finance for the Proposed Project?</b></p> <p><b>Will any additional public or private sector funding or finance be sought for the Proposed Project from other parties (other than NHFIC)?</b></p> <p><i>Provide details in support of your response (including the amount of funding, purpose of the funding, the type of funding, e.g. grant, land contribution or any other form of financial assistance, and the names of the relevant parties).</i></p>

<p><b>(f)</b></p>	<p><b>Will the Proposed Project be unlikely to proceed, or would be likely to proceed only at a much later date, or with a lesser impact on new affordable housing, without financing provided by NHFIC?</b></p> <p><i>Provide evidence in support (for example, evidence that alternative finance could not be obtained that would make the Proposed Project viable or achieve the same impact on social or affordable housing supply; evidence of impact of debt cost savings associated with a NHIF loan on social or affordable housing outcomes).</i></p>
<p><b>(g)</b></p>	<p><b>What concessions are required in order for the Proposed Project to proceed?</b></p> <p><i>If applying for a grant, the extent of grant necessary for the Applicant's proposal to proceed</i></p> <p><i>If applying for a loan, Identify the loan concession(s) sought and rationale for them e.g. longer loan tenor than offered by commercial financiers, lower interest rates than offered by commercial financiers, extended period of capitalisation of interest, deferral of loan repayments or tailored repayment of loan, lower or different fee structure.</i></p>

## 7. Ability to repay a NHIF Loan

<p><b>(a)</b></p>	<p><b>Value of Applicant's current assets and liabilities as at the date of the application:</b></p>	<p>\$ _____ (total current assets)</p> <p>\$ _____ (total non-current assets)</p> <p>\$ _____ (total current liabilities)</p> <p>\$ _____ (total non-current liabilities)</p>
<p><b>(b)</b></p>	<p><b>Value and details of any land owned by the Applicant:</b></p>	
<p><b>(c)</b></p>	<p><b>Value and details of the Applicant's other significant assets:</b></p>	
<p><b>(d)</b></p>	<p><b>Value and details of any other finance arrangements entered into by the Applicant:</b></p>	



<b>(e)</b>	<b>Value and details of any of the Applicant's contingent liabilities:</b>	
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**Documents to be provided in respect of the Applicant's financial information:**

- Applicant's audited financial statements for the last 3 financial years (if possible), including balance sheets, statements of cash flows, statements of owner's equity, income statements.
- If the Applicant is an SPV and has been in business for less than 2 years, the above documents (described in items 1 and 2) for the last 3 financial years must be provided for each member of the SPV.
- Applicant's current business plan and financial forecasts.
- If the Applicant is a CHP and is subject to the National Regulatory System for Community Housing, a copy of the most recent board approved "financial performance report" prepared by the Applicant as part of demonstrating its compliance with "Performance Outcome 7: Financial Viability".

## 8. Security

**For Applicants other than States or Territories, provide details of the security the Applicant proposes to offer in respect of the NHIF Loan including:**

- (a) the approximate total market value of the real property and other assets that the Applicant proposes to grant security over in support of the proposed NHIF Loan, and**  
**(b) the approximate per annum net income earned in respect of those assets.**

*(Specify amounts (based upon historic valuations or other reasonable estimations), identifying (where applicable) the proportion of such amounts that relate to assets other than real property assets)*

## 9. Confidential information

**Identify any information in this application that should be treated as confidential in any subsequent NHIF SAH Finance documents and provide reasons in support.**

## 10. Restrictions

**Identify any conditions or restrictions (for example, any corporate governance restrictions or any State government approvals or conditions that may be relevant to the Applicant) that may affect the Applicant's ability to obtain NHIF SAH Finance, comply with any obligations under NHIF SAH Finance documents or carry out the Proposed Project.**

## PART B: ACKNOWLEDGEMENT & CONSENT

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This part of the EOI Form must be completed and signed.

1. The Applicant has read, understood and agrees with the terms in the “NHFIC Guidelines for National Housing Infrastructure Facility (NHIF) Social and Affordable Housing (SAH) Projects”.
2. The Applicant represents and declares that it satisfies the eligibility criteria for NHIF SAH Finance on page 2 of this EOI Form.
3. The Applicant represents and declares that, to the best of its knowledge, the EOI Form submitted by the Applicant (including any supporting information or documentation) is true, complete and correct as at the date of lodgement of the EOI Form. If the Applicant becomes aware of any inaccuracies in its submitted EOI Form or if there is any change in circumstances that would affect the Applicant's application for NHIF SAH Finance, the Applicant must notify NHFIC immediately in writing. Giving false and misleading information is a serious offence under the *Criminal Code Act 1995* (Cth).
4. If the Applicant is an SPV, the Applicant represents that the Applicant's members consent to the lodgement of this EOI Form and the provision of the information contained in the EOI Form to NHFIC.
5. The Applicant acknowledges that the EOI Form will not be assessed until it is deemed to be complete by NHFIC. The Applicant acknowledges that submission of the EOI Form is preliminary to submitting an Application for NHIF SAH Finance. If successful at the EOI stage, the Applicant may be invited to submit an Application either immediately or within the next 12 months (depending on the number of other EOIs received and the need for these to be prioritised by reference to the amount of uncommitted funds in the NHIF). The Applicant acknowledges that submitting an EOI Form does not guarantee that the Applicant will receive NHIF SAH Finance and that there is no agreement between NHFIC and the Applicant for NHFIC to provide NHIF SAH Finance to the Applicant unless NHIF SAH Finance Documents are executed by NHFIC and the Applicant.
6. The Applicant acknowledges that NHIF SAH Finance is limited and capped (as described in the Guidelines).
7. The Applicant agrees that, if the Applicant is invited to submit a formal application for NHIF SAH Finance and that application is subsequently approved by NHFIC, the Applicant will be required to enter into a legally binding agreement with NHFIC, on terms satisfactory to NHFIC, that sets out the terms and conditions under which the NHIF SAH Finance will be provided, if the Applicant wishes to receive NHFIC SAH Finance.
8. The Applicant represents and confirms that it is solvent, not under external administration and that none of its members or directors (if applicable) have been declared bankrupt or are subject to bankruptcy proceedings.
9. The Applicant acknowledges and agrees that completion and submission of this EOI Form is made at its own cost and risk, that the assessment of EOI Forms and selection of successful applicants is at the absolute discretion of NHFIC and this EOI Form remains the property of NHFIC.
10. The Applicant authorises NHFIC to collect from, and disclose to, the Applicant's financial advisers, accountants, insurance companies, credit reporting agencies or any contact (including the Lead Organisation) noted in the Applicant's EOI form, any information regarding the Applicant's affairs. The Applicant authorises and directs its financial advisers, accountants, insurance companies or any other business contacts to supply any required information to NHFIC, and authorises NHFIC to undertake all necessary credit checks, company searches and other enquiries it determines necessary.
11. The Applicant authorises and consents to the information contained in this EOI Form and any other information provided to NHFIC in respect of the EOI Form submitted by the Applicant (including any personal information provided by the Applicant to NHFIC or in respect of the EOI Form submitted by the Applicant) to be collected by NHFIC and disclosed by NHFIC to:
  - the Australian Taxation Office;
  - the NHFIC Board and NHFIC's employees and contractors;
  - the Commonwealth of Australia, employees and contractors of the Commonwealth and other Commonwealth agencies for any purpose;
  - State, Territory or local government agencies;

- the Auditor-General, Ombudsman or Information Commissioner;
  - a Minister, House or a Committee of the Australian Parliament; and
  - any other person or entity if such disclosure is in accordance with the *Privacy Act 1988* (Cth) (**Privacy Act**) or is required by law or a court or tribunal order.
12. The Applicant agrees to comply with the Privacy Act and represents that it has complied with the requirements of the Privacy Act with respect to any personal information provided by the Applicant to NHFIC.
  13. The Applicant agrees that the information provided to NHFIC in respect of the EOI Form submitted by the Applicant may be collected, used and disclosed by NHFIC for the purpose of administering the NHIF, assessing the Applicant's EOI Form and any subsequent application, the ongoing management of the Applicant's EOI Form and application, and researching, monitoring and analysing the NHIF and its activities. NHFIC does not intend to disclose personal information provided by the Applicant to recipients located outside of Australia. NHFIC's privacy policy (available on the NHFIC website at [www.nhfc.gov.au](http://www.nhfc.gov.au)) provides further information about NHFIC's management of personal information, including how personal information held by NHFIC may be accessed, how personal information may be corrected and how individuals may complain about a breach of the Privacy Act.
  14. The Applicant agrees that NHFIC may request further information and conduct further checks to verify the contents and information provided in the Applicant's EOI Form, and the Applicant agrees to provide any further information and assistance requested by NHFIC and agrees to participate in a follow-up survey if requested.
  15. The Applicant acknowledges and agrees NHFIC and the Australian Government are not liable for any cost, loss or damage however caused (including negligence on the part of NHFIC or the Australian Government) that is suffered or incurred by the Applicant as a consequence of any matter or thing relating to, or incidental to its reliance on the Guidelines, its EOI Form or application, its participation in the NHIF Loan Program or NHIF Grant Program or provision of information in respect of the NHIF.

\_\_\_\_\_, (the Applicant) hereby agrees with the above terms:  
 [Insert name of Applicant]

\_\_\_\_\_  
 Signature of authorised signatory

\_\_\_\_\_  
 Signature of authorised signatory / witness

\_\_\_\_\_  
 Name and title of authorised signatory

\_\_\_\_\_  
 Name and title of authorised signatory / witness

Date: \_\_\_\_\_