



Applicant Name: \_\_\_\_\_

Needs Analysis Author: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_ Fax #: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Check-Off	Rubrics of Needs Analysis Report	Authority Use Only
	A. Cover - This Form <b>M45</b> - Needs Analysis Summary	
	B. Narrative - Four (4) Page Limit	
	1. Proposed Project, Site, and Surrounding Area	
	2. Description of Target Market Areas	
	3. Narrative of Comparability, Analysis Demand, and Absorption Rate	
	4. Feasibility Narrative	
	5. Market-related strengths and weaknesses and their impact on the project	
	C. Bibliography of Sources (complete table on page 2 of this form)	

Topic	Findings/Summary
Project Name:	
Project Address:	
Project County:	
Brief Project Description:	
Project Proposing Rent Subsidy?	
Primary Market Area (PMA) Boundaries:	
Secondary Market Area (SMA) Boundaries:	
Targeted Household Types:	

Subject	How Proposed Project Compares Summary
Subsidized Properties:	
Market Rate Properties:	
Absorption Rate/Lease Up: (to 93% Occupancy)	
Primary Market's Strengths:	
Primary Market's Weaknesses:	
Impact on Existing Properties:	

**Bibliography of Sources**

1.	
2.	
3.	
4.	
5.	
6.	

**Proposed Project Data**

Proposed Unit Information	# of Units	Applicant Proposed Rent	Recommended Rent
Studio			
1 Bedroom			
2 Bedroom			
3 Bedroom			
4 Bedroom			
Other			
Population Trends		2000 - Current Year	Projection
PMA Pop Growth/Decline			
SMA Pop Growth/Decline			
PMA Household Growth/Decline			
SMA Household Growth/Decline			
PMA Unemployment			
SMA Unemployment			
Rental Vacancy Rates	Rent Subsidized Units	Other Assisted Units	Market Rate Units

Original Signature Required: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

Provide this form with attached narratives of the data, analysis, and conclusions under **Tab 17**. (4 Page Limit)