



HOUSING REPAIR ASSISTANCE PROGRAM APPLICATION

Housing Repair Program
 Community Services Division
 City of Auburn
 25 West Main
 Auburn, WA 98001

For more information
 Call: (253) 931-3099

HOUSEHOLD INFORMATION

Name of Applicant:		Date of application:
Home Phone:	Work Phone:	
Name of Property Owner:		
Street Address:	City/Zip	
Type of ownership verification (deed, tax bill, etc): Attach copy of proof of ownership.		

INFORMATION ON DWELLING

In what year was this home built?	How long have you lived in this home?
Type of Structure (i.e., Single Family; Townhouse; Condo; Mobile Home; Manufactured Home):	
Is this home on a septic system? <input type="checkbox"/> Yes <input type="checkbox"/> No	

DEMOGRAPHIC INFORMATION

Age:	SEX: <input type="checkbox"/> M <input type="checkbox"/> F	Female headed Household <input type="checkbox"/> Yes <input type="checkbox"/> No	Is anybody who lives in the home disabled? <input type="checkbox"/> Yes <input type="checkbox"/> No
Ethnicity <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> African American/Black <input type="checkbox"/> Caucasian <input type="checkbox"/> Hispanic <input type="checkbox"/> Native American/Alaskan Native		Age of Head of Household <input type="checkbox"/> Under 60 <input type="checkbox"/> 60 - 74 <input type="checkbox"/> 75 and over	Number Living in Household <input type="checkbox"/> Adults _____ <input type="checkbox"/> Children _____

REPAIRS

Type of Housing Repair Requested: <input type="checkbox"/> Emergency Home Repairs <input type="checkbox"/> Accessibility <input type="checkbox"/> General Repairs <input type="checkbox"/> Code Compliance <input type="checkbox"/> Weatherization
Please describe the repairs that you want this grant to fund:

MEMBERS OF THE HOUSEHOLD

Names and ages of all living in dwelling: {use additional paper if necessary}

Name: _____

Birthdate: _____

Age: _____

INCOME VERIFICATION

18 and older: Please attach documentation of ALL sources of income for all members of the household who are 18 years and older, including most recent Federal Tax Return, paychecks for the last two months, OR statements of monthly unemployment benefits, Social Security, retirement or private pensions.

\$ _____

Assets for the entire household: Please attach copies of two most recent statements of the applicant's banking, savings and/or investment account(s), particularly showing deposits made. It is not necessary to disclose social security numbers or bank account numbers. The statement must contain the name and address of the applicant.

\$ _____

Proof of Home Ownership: Documents proving home ownership can include property tax assessments, deeds, mortgages, promissory notes, or real estate contracts. For mobile homes please include copies of the title or registration certificate.

\$ _____

INCOME LIMITS

If your Adjusted Gross income is less than the amount shown for the family size listed on the left, you may qualify for the Home Repair Program (2013 Income Guidelines for HUD Programs).

Household Size	Annual Income
1 Person	\$45,100
2 Person	\$51,550
3 Person	\$58,000
4 Person	\$64,400
5 Person	\$69,600
6 Person	\$74,750
7 Person	\$79,900
8 Person	\$85,050

TERMS AND CONDITIONS OF THE GRANT

Initials	Your initials acknowledge that you understand and agree to the following:
	Auburn's Housing Repair Program is a voluntary program. The applicant is not obligated to accept the assistance offered and may reject the grant. Eligible applicants will be taken on a first-come, first-serve basis, according to the priority system established by the City
	Should a project be determined to not be feasible due to a lack of funding or failure to meet any of the program's eligibility criteria or the applicant refuses the assistance offered; the applicant understands the City retains the right to reject the application.
	Auburn's Housing Repair Grant has a term of 180 days (6 months) and may be extended to no more than 18 months. Following the termination of the grant, the applicant is not eligible for another Housing Repair Grant for another 18 months. In other words, an applicant is eligible for only one grant every three (3) years.
	With the prior-approval of the Program Administrator, additional work may be added to the grant provided that (1) the work is an eligible activity, (2) the total amount expended does not exceed the original grant award, and (3) the amended term of the grant is no more than a total of eighteen (18) months from the approval date of the application.
	The grant applicant agrees to allow the City, or its designee, inspect the property.
	The grant applicant agrees that the property will meet the City of Auburn's Building Codes and Housing Quality Standards. All rehabilitation work (improvements) must comply with currently approved building codes
	The applicant agrees to notify the Auburn's Housing Repair Program of any material change in the Applicant's financial condition, ownership of property or other circumstances that may affect the Applicant's eligibility for a Housing Repair Grant.

AGREEMENT

I/We, the undersigned, hereby certify that the above statements are correct and accurate at the time of execution of this application and understand that any persons giving false information will be subject to a penalty of perjury. It is hereby acknowledged that a minimum Housing Code inspection is required before I/We receive approval for a repair grant or loan, and that additional inspections may be required to determine cost estimates of eligible repairs. I/We also authorize the City of Auburn to confirm the above information by securing verification of income from the issuing sources(s) and/or employers, and verification of ownership from title reports or motor vehicle ownership records.

I/We, authorize the City or its representative to inspect my property before and after the work is done. The City of Auburn will issue payment once contracted tasks have been completed and satisfaction of the job(s) have been reached between contracted parties involved.

Your Signature _____ Date _____

If you have any questions, please call the City of Auburn, Housing Repair Program at (253) 931-3099.

FOR OFFICE USE ONLY

Approved _____ **Rejected** _____

Approval/Rejection Date: _____

Major Repair **Minor Repair**

Priority: 1 2 3 4

Grant Amount: _____

Program Administrator: _____

Comments: _____

