Rehabilitation and Improvement Grant Application

Please complete the Entire Form.  Do not Leave any Questions Blank

1. **Grantee Information:**

Property Owner Applying for Assistance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Federal ID #:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DL# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Property Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:  \_\_\_\_\_\_\_\_ Zip Code:  \_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone Number:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Web Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Property Classification:**

\_\_\_Residential Single-Family Home \_\_\_Real Estate/Rental   \_\_\_Other, please explain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B. Project Information**

**Total Cost of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please include the attachments and the completed checklist. Please explain the project and costs.  Include drawings, architectural renderings, pictures and color samples.  Attach certified bids from two (2) contractors or a summary explaining why two bids were not possible.  Two bids are encouraged for the project. Please explain how your project will contribute to the improvement of the property.** The maximum contribution for this grant is up to $20,000 match. The City will **match** 50% up to $20,000 towards the rehab of a single-family home in poor condition.

Current Structure Value \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Renovation/Updates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Total Amount Requested**: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The above information is accurate to the best of my knowledge and belief.  The information is provided to help you evaluate the feasibility of obtaining public financial assistance.  I further authorize the release of personal information regarding the improvements made to my building using local tax funds and authorize the City of Arapahoe to release pictures of my property in future publications**.

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

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

Rehabilitation and Improvement LoanApplication

Please complete the Entire Form.  Do not Leave any Questions Blank

**A. Borrower Information:**

Property Owner Applying for Assistance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DL# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Property Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State:  \_\_\_\_\_\_\_\_ Zip Code:  \_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone Number:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Web Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Property Classification:**

 \_\_\_Residential Single-Family Home \_\_\_ Real Estate/Renta  \_\_\_ Other, please explain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B.**  **Project Information**

**Total Cost of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please explain the project and costs.  Include drawings, architectural renderings, pictures and color samples.  Attach certified bids from two (2) contractors or a summary explaining why two bids were not possible.  Two bids are encouraged for the project. Please explain how your project will contribute to the improvement of the property.** The maximum contribution for this grant is up to $20,000 match. The City will match up to $20,000 towards the rehab of a single-family home in poor condition.

Use of Funds Total Project Cost Funds Requested

Land Acquisition \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Renovation/Updates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other (Please Specify) \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Total Amount Requested**:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

\*\* Please note that this is a 10-year loan at 0% interest that must be paid back to the city. \*\*

**The above information is accurate to the best of my knowledge and belief.  The information is provided to help you evaluate the feasibility of obtaining public financial assistance.  I further authorize the release of personal information regarding the improvements made to my building using local tax funds and authorize the City of Arapahoe to release pictures of my property in future publications**.

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

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

**Qualifying homes must meet the criteria below:**

* The applicant must be the property owner and rehabbing for self-habilitation or a rental home. Proof of ownership must be documented.
* Property taxes and any debts owed to City of Arapahoe must be paid current at the time the homeowner signs the rehabilitation contract and MUST remain current.
* Homes must be intended for a habitable single-family occupied unit and within the city limits of Arapahoe. Exceptions are rental home properties.
* Mobile homes will be ineligible for rehabilitation assistance.
* The property must be in poor condition, deemed a nuisance, or does not meet health and safety standards.
* The property must require significant rehabilitation and improvements to the interior and/or exterior to become a habitable home.
* Improvements must meet current building and zoning ordinances in Arapahoe.
* The Zoning Administrator will do a walk-through of the property before and after renovations are done as well as take pictures for the file.
* Successful applicants will be given 1 year to complete the renovations. If extensions are needed, a request must be made to the City Council for approval. If an extension is not approved, all funds received by the applicant must be returned to the City immediately if renovations are not completed.

**Grant/Loan lending info:**

* Qualifying applicants may receive grant funds up to $20,000 with a 50/50 matching contribution of $20,000.
* If the matching contribution is not obtainable by other sources, upon qualifying, the applicant may receive a 10-year maximum, 0% interest loan payable to the City of Arapahoe. Loan repayment terms will begin after the project is completed or after 1 year, whichever comes first.
* If the home is the primary residence for the owner, the loan payment will be attached to the utility bill.
* If the property is sold, the amount of the loan will be paid back immediately.
* If the applicant is approved for a loan, it will be rewarded first and the grant will be paid upon completion of the project.
* If only the grant is awarded, half of the grant will be disbursed upfront while the other half disbursed after project completion.

Eligible expenditures to bring the structure up to minimum standards include:

Structural Repairs to:

 Foundations

 Sagging or rotten beams, joists, columns

 Stairs and porches

 Roofs and chimneys

 Floors

 Walls

 Windows

Modernization of:

 Plumbing and plumbing fixtures

 Furnace, water heaters, and air conditioning

 Lighting and wiring

Energy Conservation and Weatherproofing, Including:

 Insulation of ceilings and walls

 Repair or replacement of windows and doors

 Caulking and weather-stripping

 Installation of storm windows and doors

 Removal and installation of roof covering

 Painting or replacement of siding

General Interior Renewal and Modernization:

 Repairing of walls, ceilings, and floors

 Painting and paneling

 Room rearrangement

Lead-Based Paint Hazard Reduction

 Interim controls to reduce or eliminate LBP hazards

Checklist

Each box must be checked before submitting to the city office.

The application **will not be accepted** until all information and documentation is **complete**.

\_\_\_\_\_\_\_ The application must be filled out completely.

\_\_\_\_\_\_ 2 quotes for repairs must be included or an explanation as to why you only have 1 quote.

\_\_\_\_\_\_\_ Proof of Ownership

\_\_\_\_\_\_\_\_ Pictures must be taken by the Zoning Administrator prior to any work starting.

\_\_\_\_\_\_\_\_ Explanation of project and costs. Drawings, architectural renderings, pictures and or color samples