



## Committed to Home Ownership and Neighborhood Revitalization

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### EMERGENCY HOME REPAIR GRANT

An emergency grant that provides up to \$5,000 for emergency home repairs for properties owned and occupied by low/moderate income persons who are 60 years of age or older and/or on Social Security Disability; and low/moderate income households owned and occupied by active-duty members of the US Armed Forces, within Provo City limits.

- ◆ Must be under HUD's income limits
- ◆ Can be used on mobile homes.
- ◆ Repair must be emergency in nature and will be determined by an inspection scheduled once the application has been submitted.
- ◆ Applicant will be required to obtain three bids for the work that needs to be done.
- ◆ The City always accepts the low bid for the required repair. The applicant is responsible for any amount over \$5,000.
- ◆ Only repairs that are not otherwise covered by the home owner's insurance policy will be considered.
- ◆ Only repair work that has received grant approval in advance will be eligible for the grant.

**Incomplete applications will NOT be accepted. The following must be submitted to make a complete application:**

- Completed and signed application
- Copy of 2015 Federal Tax Returns
- Copy of 2014 Federal Tax Returns
- Copy of 2013 Federal Tax Returns
- Copy of verification of income, i.e., Social Security annual statement, retirement income, or pay stubs for all members of the household over 18 who have income.
- Original verification that all household members are US Citizens, (birth certificate, current US-Issued Passport, Permanent Resident Card) **plus** Social Security Cards (we will copy in the office).
- If a member of the US Armed Forces, must provide proof of active duty.

Applications may be submitted by bringing them to our office located at:

Provo City Redevelopment Agency  
351 West Center Street  
Provo, UT 84601

For questions, please call 801-852-6160

Provo City Redevelopment Agency  
**Emergency Home Repair Grant**

Information provided by applicant will be used to determine eligibility for Federal Programs.  
Incomplete applications will **NOT** be processed.

Date of Application	
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**Applicant Information**

APPLICANT'S NAME (Last) (First) (Middle)			Home Phone ( )	
Present Street Address	City	State	Zip Code	No. of Years _____ Mo. Pmt \$ _____ ____ Own ____ Rent
Former Street Address (If at current address for less than 2 years)	City	State	Zip Code	No. of Years _____ Mo. Pmt \$ _____ ____ Own ____ Rent
Marital Status ____ Married ____ Unmarried (single, divorced or widowed) ____ Separated		No. of Dependents (Living in home)		Ages
Name and Address of Employer		Social Security Number		Self Employed? ____ Yes ____ No
Business Phone No. ( )	Position/Title	Type of Business	No. of Years on Job	Years in this line of work
Name and Address of Previous Employer (if at position less than 2 years)			No. of Years on Job	Business Phone ( )
Email address:				

**Co-Applicant Information**

APPLICANT'S NAME (Last) (First) (Middle)			Home Phone ( )	
Present Street Address	City	State	Zip Code	No. of Years _____ Mo. Pmt \$ _____ ____ Own ____ Rent
Former Street Address (If at current address for less than 2 years)	City	State	Zip Code	No. of Years _____ Mo. Pmt \$ _____ ____ Own ____ Rent
Marital Status ____ Married ____ Unmarried (single, divorced or widowed) ____ Separated		No. of Dependents (Living in home)		Ages
Name and Address of Employer		Social Security Number		Self Employed? ____ Yes ____ No
Business Phone No. ( )	Position/Title	Type of Business	No. of Years on Job	Years in this line of work
Name and Address of Previous Employer (if at position less than 2 years)			No. of Years on Job	Business Phone ( )
Email address				

**Mortgage Information**

Current Mortgage: \$ \_\_\_\_\_

Mortgage Company: \_\_\_\_\_

**ANNUAL INCOME**

Source	Applicant	Co-Applicant	Other Household Member 18 or Older	Total
Salary: Hourly \$ _____ Monthly \$ _____				
Overtime Pay				
Commissions				
Social Security, Pensions, Retirement Funds, etc.				
Unemployment Benefits				
Alimony, Child Support				
Other				
<b>TOTAL</b>				

**INFORMATION REQUIRED BY THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**HOUSEHOLD COMPOSITION**

Household Composition (List the head of your household and all members who live in your home. Give the relationship of each member to the head of household.)

Family Member #	Full Name	Relationship	Age	Sex	Ethnic Origin (see codes below)
1					
2					
3					
4					
5					
6					
7					

(List additional members on a separate page)

1. Have any of your children been tested for lead paint poisoning?  Yes  No
2. Does anyone live with you now who is not listed above?  Yes  No
3. Does anyone plan to live with you in the future who is not listed above?  Yes  No
4. Have you, your spouse, or co-applicant owned residential property within the past 3-years?  
 Yes  No
5. Have you, your spouse or co-applicant ever declared bankruptcy?  Yes  No  
If yes, Date Filed \_\_\_\_\_  
Please explain if you answered "Yes " to any question above. \_\_\_\_\_

6. Are you, your spouse or co-applicant related to an employee of the Provo City Economic or Redevelopment Agency, or any appointed or elected Provo City Official?  Yes  No
7. Have you ever received any type of Federal assistance? If yes, please explain: \_\_\_\_\_
8. Is this property a single-family home \_\_\_\_\_ If yes, do you plan to make it a legal accessory apartment \_\_\_\_\_  
single-family home with legal-accessory apartment \_\_\_\_\_

**Race and Ethnicity Category Codes:**

1. White - A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.	6. American Indian/Alaskan Native and White - A person having these multiple racial origins as defined above.
2. Black/African American- A person having origins in any of the black racial groups of Africa.	7. Asian/White - A person having these multiple racial origins as defined above.
3. Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	8. Black/African American and White - A person having these multiple racial origins as defined above.
4. American Indian/Alaskan Native - A person having origins in any of the original peoples of North and South America (including Central America) and who maintains a tribal affiliation or community attachment.	9. American Indian/Alaskan Native & Black/African American - A person having these multiple racial origins as defined above.
5. Native Hawaiian/Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	10. Other Multi-Racial - Category used for reporting individual responses that are not included in any of the categories listed above.

White, Black, Asian, Pacific Islander, American Indian, or multi-race may also be counted as being Hispanic. Select from the number code above for your household members race & ethnicity information. The race and ethnicity categories are compiled by the U.S. Department of Housing and Urban Development and are required fields.

**Hispanic/Latino** For each occupied unit, indicate if the head of household is Hispanic/Latino by selecting **Yes** or **No**  
A person of Hispanic/Latino ethnicity is defined as someone of Cuban, Mexican, Puerto Rican, Central or South American, or other Spanish culture, regardless of race.

**Family Size and Income Requirements**

To qualify for any program using Federal Funds, we are required to determine income eligibility based upon the number of persons who will occupy the household and total household income. Please circle the total number of persons who will be occupying residence, then circle the range that most accurately reflects the total household income of all persons 18 years of age and older:

<b>Household Size</b>	<b>Income 30%</b>	<b>Very Low 50%</b>	<b>Low/Moderate 80%</b>	<b>Ineligible HOME &gt;80%</b>
1	\$0-\$14,250	\$14,251-\$23,700	\$23,701-\$37,900	\$37,901 or above
2	\$0-\$16,250	\$16,251-\$27,050	\$27,051-\$43,300	\$43,301 or above
3	\$0-\$18,300	\$18,301-\$30,450	\$30,451-\$48,700	\$48,701 or above
4	\$0-\$20,300	\$20,301-\$33,800	\$33,801-\$54,100	\$54,101 or above
5	\$0-\$21,950	\$21,951-\$36,550	\$36,551-\$58,450	\$58,451 or above
6	\$0-\$23,550	\$23,551-\$39,250	\$39,251-\$62,800	\$62,801 or above
7	\$0-\$25,200	\$25,201-\$41,950	\$41,951-\$67,100	\$67,101 or above
8	\$0-\$26,800	\$26,801-\$44,650	\$44,651-\$71,450	\$71,451 or above

Effective 6/1/15

**CERTIFICATION:**

All information given on this application will be kept in confidence and used only for application of the Provo City Redevelopment Agency program for which you have applied.

I/We verify that the information given on this form is accurate and complete to the best of our information, and I/We authorize you to obtain such information as you may require to verify the information contained herein, including a credit report if necessary.

I/We affirm that each answer is true and correct and is made for the purpose of obtaining assistance under the Provo City Redevelopment Agency and you are entitled to rely thereon, whether or not you obtain further and/or additional information.

I/We further affirm that I/We are aware that, if such a grant is approved by the Provo City Redevelopment Agency, I/We will work with the staff to comply with all of the policies and procedures as outlined by the Provo City Redevelopment Agency,

I/We have also read and understand the Emergency Home Repair Grant Program Guidelines and this application and I/We agree to abide by the guidelines of the Provo City Emergency Home Repair Grant Program. I/We will not hold Provo City legally liable for any actions of the city staff or the contractor.

**DISCLAIMER:**

The undersigned hereby acknowledges that any discussions with or any information given by a Provo City employee regarding application for the Provo City Emergency Home Repair Grant Program, prior to receipt of a formal commitment from the Provo City Redevelopment Agency committing a specific amount of funds to the project, is only for program information and may not be considered a binding commitment on the part of the Provo City Redevelopment Agency to provide funds or technical assistance to the project.

The undersigned also acknowledges that any costs incurred prior to receipt of a formal commitment from the Provo City Redevelopment Agency committing a specific amount of funds to the project is at the risk and expense of the applicant.

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

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

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