



City of Grand Haven and Chemical Bank Homeowner Rehabilitation Program

Thanks to the Federal Home Loan Bank of Indianapolis "Neighborhood Impact Program", the City of Grand Haven and Chemical Bank are able to provide up to \$10,000 rehabilitation assistance to homeowners in the City of Grand Haven provided they meet program requirements. If you have any questions, please call the Neighborhood Development Coordinator, Char Seise at (616) 935-3275.

Purpose: Provide single family homeowners in the City of Grand Haven with monies to renovate their homes and improve their neighborhood.

ELIGIBILITY REQUIREMENTS:

- Properties must be located in the City of Grand Haven.
- Homeowner must have lived in the home 6 months prior to their application.
- Applicants' total household income must not exceed 80% area median income requirements established by HUD.
- Verification of all household income must be provided.
- Proof of ownership in the form of a recorded warranty deed must be provided.
- Property taxes must be paid to date.
- Provide a copy of homeowner's insurance (declarations page) and proof of payment.
- Homeowners must provide 25% match for the total project cost. Documentation of match must be provided through bank statements.
- The minimum project amount will be \$1,000 and the maximum project amount will be \$10,000.
- Grants will take the form of a five-year forgivable lien. If the homeowner sells or defaults on the retention agreement, F.H.L.B.I. will be able to request payment of the lien on a pro rata, monthly basis.
- Applications will be taken on a first-come, first-served basis as long as funds are available.
- Project must be completed within 60 days from the date that the funds are drawn.
- Chemical Bank will perform a title search and credit check for all applicants.
- A banking relationship must be established between the homeowner and Chemical Bank prior to approval for this program.

Eligible Improvements

- Structural alterations and reconstruction – repair or replacement of structural damage such as chimney or foundation repair and repairs due to termite damage and/or treat for termites and other infestations.
- Elimination of health and safety hazards.
- Changes for aesthetic appeal – includes such items as new exterior siding or doors. When considering whether or not to allow other aesthetic changes, the FHLBI suggests that the member practice prudent decision making. If necessary, please consult FHLBI.
- Recondition or replacement of heating, ventilation, air conditioning, electrical or plumbing – includes connection to public water/sewer systems and installation of new plumbing fixtures.
- Energy conservation improvements – includes installation of double-pane windows, roofing, gutters, downspouts, caulking, insulated exterior doors and weather stripping, attic and wall insulation, etc.
- Improvements for easier accessibility to the handicapped – includes remodeling kitchens and bathrooms for wheelchair access, lowering kitchen cabinets, installing wider doors and exterior ramps, etc.
- Eligible rehab includes the repair or replacement of the following:
Roof, gutters, siding, HVAC (heater, air conditioner, water heater), exterior paint, insulation, drywall and interior paint necessary (i.e., grab bars, ramp), windows, exterior doors, plumbing and electrical work needed for habitability or code compliance.

Ineligible Improvements

In general, improvements in functionality/modernization, changes for elimination of obsolescence, luxury items, improvements that do not become a permanent part of the property, and installation or repair of items listed below are not eligible improvements. The list is not an all-inclusive list and the FHLBI suggests that members use prudent decision making when approving requested improvements. Any exceptions should be pre-approved by the FHLBI.

Additions or alterations for commercial use, screened porches/ detached garages etc., finished attics/basements etc., furniture and appliances, landscaping or tree work, fences, room additions, driveways and sidewalks, awnings and shutters

OWNER'S RESPONSIBILITY

- Funds will be provided as a deferred payment loan. A retention agreement must be signed and recorded.
- Provide all required documentation to City staff in a timely matter.
- Owners must complete a household budget with Neighborhood Development Coordinator
- Allow for a pre-inspection of the property.
- Notify staff of any changes impacting the project and request change orders for variations.
- A licensed residential contractor must do the work and the project must pass inspection by the city *prior* to payment.
- Participants must get a minimum of two estimates for the proposed rehabilitation. The owner may choose the contractor, however they must pay the difference between the lowest qualified bid and the bid selected.
- Work cooperatively with staff to ensure the rehabilitation is completed according to the specifications
- Supply necessary credit information.

Family Size	1	2	3	4	5	6	7	8
80% or lower	\$39,850	\$45,500	\$51,200	\$56,900	\$61,450	\$66,000	\$70,550	\$75,100





Application for Rehab

To be completed by the homeowner and the agency facilitating rehab grant and repairs and submitted to the financial institution. Do not send to the FHLBI.

Agency information

Agency:	
Contact:	Phone:

Applicant information

Homeowner name:			
Street address:			
City, State, ZIP:			
Home phone:		Work phone:	
No. persons in household:	> 18 yrs:	> 55 yrs:	< 18 yrs:
Income verified by: <input type="checkbox"/> W-2s <input type="checkbox"/> Pay stubs <input type="checkbox"/> VOE <input type="checkbox"/> Other:			
Please list requested home repairs in priority order with estimated cost:			
1.			\$
2.			\$
3.			\$
4.			\$

Disclosure/Privacy Statement

Services will be provided without discrimination. The agency indicated above is requesting information necessary to comply with the requirements of this program. I understand that the information on this form will be kept confidential but may be shared with other agencies to which I may be referred for services. I understand that I may be requested to verify these statements, and give my consent to this agency to make necessary contacts to verify any statements. I hereby certify that the above information is correct and true to the best of my knowledge.

Homeowner signature Date

Printed name