



Homeowner Application

Date of application _____

Applicants must meet income guidelines below. Applicants must be the homeowners and the following demographics will receive priority:

____ Over 65: ____ Disabled: ____ Veteran:

Section 1: Homeowner Information

Name of Homeowner (Applicant): _____

Address: _____ Home telephone: _____

City: _____ State: _____ Zip: _____ Mobile telephone: _____

Email address: _____ Birthdate: _____

Emergency contact: _____ Relationship _____

List the names and ages of all people living in the home including renters (attach a separate sheet if more space is needed). Total number of people living in home: _____

Last Name	First	Date of Birth	*Relation to Owner	Gender	Disabled	**Race optional	Veteran: Please provide branch, date of service.
				M / F	Y / N		
				M / F	Y / N		
				M / F	Y / N		
				M / F	Y / N		
				M / F	Y / N		
*Relation	S = Spouse	C = Child	R = Relative	P = Parent		O = Other	
**Race	W = White	A = Asian	B = Black	H = Hispanic		N = Native American	O = Other

Section 2: Tell Us about Yourself

Please write a brief explanation of why you feel you should be selected for our program and how it will help you and/or your family. (Use separate paper if needed)

Section 3: Special Needs

Does anyone in the home live with a disability? Please check all that apply and provide name of individual:

- Hearing limitations _____ Sight limitations _____ Uses a wheelchair _____
 Uses a walker, cane, or crutches _____ Mental disability _____ Other _____

Comments: _____

Section 4: Type of repairs to be considered.

The work requested will be considered based on priority, addressing safety and independence.

Handy Man Repairs:	Brief description: location in home, use separate paper if needed.
Carpentry repairs ex: doors, floors, porches, steps, cabinets, etc.	
Electrical repairs: ex: exposed wire, outlets/switches, light fixtures, etc.	
Painting/wall repair: interior, exterior	
Plumbing repairs: ex: sinks, tubs, showers, faucets, leaking, etc.	
General cleaning & yard work: ex: windows, trim trees, drainage landscaping, etc.	
Green Housing Repairs:	Brief description: location in home, use separate paper if needed.
Energy Efficiency: insulation, furnace, water heaters, windows, etc.	
Major appliances, water saving faucets & toilets, caulking, thermostat, etc.	
Roofing Repairs:	Brief description: location in home, use separate paper if needed.
Major repairs: Total replacement of roof, gutters, soffits, etc.	
Minor repairs: Patching of roof, leaking, etc.	
Safe at Home:	Brief description: location in home, use separate paper if needed.
Major repairs: wheel chair ramps, replace torn carpet/tiles, accessible showers, etc.	
Minor repairs: grab bars, handrails, lever door handles, ADA faucets, shower seats, raised toilets, CO2/smoke detectors, etc.	
Prioritize repairs: Please List repairs that are most important to you and need immediate attention.	
1.	
2.	
3.	



Section 5: House Information

Name(s) listed on Property Deed _____
 Is this deed in a living or family trust? Yes No Number of year's homeowner has lived at this address: _____
 Has the property been cited for any building or health code violations? Yes No (If yes, attach copy of notification.)
 Will your home be sold in the next: 1 Year 2 Years 5 Years
 Do you have homeowners insurance? Yes No Is your homeowners insurance current? Yes No
 Is there a mortgage on this home? Yes No Name of Mortgage Company. _____
 Have you missed a mortgage payment over the last 12 months? Yes No If yes, how many? _____
 Type of Home (circle one)? Single Family Multi Family Condo Mobile
 What year was the home built? _____
 Monthly Utility Costs? _____

Section 6: Application History

Have you applied to Rebuilding Together in the past? Yes No What Years? _____
 Has Rebuilding Together done work at your home in the past? Yes No What Years? _____
 How did you hear about Rebuilding Together? TV Radio Flyer Friend Other : _____

Section 7: Income Verification

Please attach a copy of each household member's income tax return or statement of benefits. Information provided must include income of all household members. Please include property tax rebate for homestead tax credit forms.
 Do you qualify for **homestead tax credit** or **property tax rebate**? Yes No
Please list special circumstances regarding expenses within your household such as home health care, hospital costs, medication expenses, etc.: _____

Please list the name of any member of your household who is unemployed (Do not include individuals in grades K-12, retired individuals, or those receiving Social Security): _____
 Are there any **renters residing in your home**? Yes No If yes, how many? _____
 Approximate Household income? \$ _____

Income Limits by Household Size:

Income Limit	1	2	3	4	5	6	7	8
* 30%	\$17,400	\$19,900	\$22,400	\$25,100	\$29,420	\$33,740	\$38,060	\$42,380
* 50%	\$29,050	\$33,200	\$37,350	\$41,450	\$44,800	\$48,100	\$51,400	\$54,750
* 80%	\$46,450	\$53,050	\$59,700	\$66,300	\$71,650	\$76,950	\$82,250	\$87,550

RTFMA will require proof of income from all residents, in the form of last year's income tax statements, payroll stubs, social security or disability statements, pension and/or veteran's benefits statements, alimony or child support statements, AFDC statements, rent receipts, and so forth.



Section 8: Verification Documents Required

All applications MUST include copies of these REQUIRED documents to be considered for program services. *

- Proof of current homeowner's insurance** - showing Homeowner's name, address and dates of coverage.
- Proof of income** - such as most recent income tax statement for each person over the age of 18 living in the home - showing Adjusted Gross Income is all that's necessary. For your privacy, please block out any social security numbers. If a resident did not file a return last year or is now working, please provide a statement for all earned income (including social security, disability or other benefits; payment stubs from employers, etc.) or proof of student status.

**Please mail ALL documents with completed application to ensure prompt consideration:
 Rebuilding Together Fargo Moorhead Area 700 Main Ave Ste 10, Fargo, ND 58102**

**The final decisions on all home repair requests are based on Rebuilding Together Fargo Moorhead Area resources and will be made at the discretion of the organization. Please allow 4-6 months for processing and final decisions from date of completed application receipt. Once eligibility is determined, the Homeowner will be contacted directly by Rebuilding Together FMA staff to schedule a follow-up appointment to preview the site and determine further consideration of repairs. At that time, the Homeowner will receive additional information regarding the program services and schedules. Please contact the RTFMA office with additional questions at (701) 356-RTFM (7836).*

Rebuilding Together Fargo Moorhead Area (RTFMA) provides home repairs for income-eligible homeowners who are unable to do the work themselves. You, as the Homeowner(s) understand and affirm the following (please initial next to each item):

- _____ Homeowner(s) will not be charged for the work performed on the home.
- _____ It is Homeowners' intention to remain in the home, barring catastrophic illness or death, for a minimum of (5) five years after completion of repair work performed.
- _____ Home owners will be willing to sign a five lien waver for the dollar amount of the repairs made to the home.
- _____ Skilled & unskilled volunteers will perform the labor and none of the work done is warranted or guaranteed.
- _____ A representative of RTFMA will discuss the work to be done with the Homeowner(s). Also Homeowner(s) understand that there is no guarantee to the amount of work that RTFMA may complete.
- _____ In consideration of the work to be performed by the volunteers organized by RTFMA, for the benefit of the Homeowner(s) and in light of the aims and purposes of the community service provided by RTFMA Homeowner(s) agree to release and hold RTFMA, its officers and directors, employees, agents and volunteers harmless from any cause of action, claim or suit arising from such work.
- _____ Homeowner(s) do not object to photographs of the volunteers, their homes or themselves taken while work is being performed at their home. Homeowner(s) furthermore give permission for media and sponsors to use their name, photo image and any verbal and written comments made in conjunction with the rehabilitation of their home to promote the work of RTFMA to help others live in safety, warmth and independence.
- _____ Homeowner(s) is/are required to be ON SITE during all scheduled project workdays. Homeowner(s) and any able-bodied family member will work alongside the volunteer group to make necessary repairs to the home.
- _____ Homeowner(s) understand that if Homeowner(s), any family member or visitor to the home disrupts the work of the volunteers, refuses to help or leave the site during the workday, RTFMA will not perform or complete repairs on the home.
- _____ Homeowner(s) are aware that RTFMA may need to remove, discard or relocate objects within the home to enable the individual and/or family members to remain living in a safe, sanitary and healthy environment.
- _____ Homeowner(s) understand that if the volunteers are placed in an unsafe work environment that RFMA will



not perform or complete the repairs on the home.

_____ Homeowner(s) allow RTFMA to check the validity of the personal information they have provided to the program that is required to establish their eligibility for this service.

Homeowner(s) do swear that the total household income, including all members residing within the home is \$_____.

Homeowner(s) certifies that all information on this application is accurate and that the Homeowner(s) owns the property at the address given on the application. Homeowner(s) hereby releases RTFMA and all associated with it from any and all liability whatsoever.

Homeowner Signature _____ Date _____

Homeowner Signature _____ Date _____

Preparer Signature* _____ Date _____

** If you are not the homeowner, but are assisting the homeowner(s) in completing this application, then please provide the following information in addition to your signature:*

Print Name _____ Relationship to homeowner: _____

Phone: _____ Email: _____

