

# Apply for Home Preservation!

Thank you for your interest in Habitat for Humanity of Wake County's *Home Preservation* program. Through Home Preservation, we seek to serve homeowners who are either unable to afford, or unable to complete necessary home improvements. We currently offer three tiers of work with three different costs. All tiers have an available option of adding a 4'x8' above-grade vegetable garden for \$25.

The program requirements are as follows:

1. You must own and occupy a home that is at least 10 years old and could benefit from exterior improvements.
2. You must live within a designated service area: within a Neighborhood Revitalization community, within five miles of current Habitat Wake construction, within special build/event location.
3. You must meet the income guidelines of household income -- no more than 60% of the Area Median Income for your household size.
4. You must be current on property taxes.
5. You must be willing to partner with Habitat for Humanity of Wake County by providing volunteers to assist in completing the work.
6. You must be unable to afford necessary home improvements and unable to complete them otherwise due to age, disability, or circumstance.
7. You must pay the program fee, in full, to Habitat Wake, in accordance with your requested repairs before work is scheduled for your house.

Tiers:

**Tier One:** Minor exterior repairs, painting, caulking, minor carpentry repairs, deck/stair/ramp repairs, exterior weatherization only, siding repairs, minor roof and fascia repairs. The fee for this tier is \$100.

**Tier Two:** Major exterior repairs, major carpentry repairs, deck/stair/ramp replacement, door replacement, window sash replacement, major landscaping repairs. The fee for this tier is \$200.

**Tier Three:** Major roof repairs including plywood sheathing, flashing, tar paper, shingles and drip edges, full tar paper/shingle removal and replacement. The fee for this tier is \$250.

To qualify for the *Home Preservation* program, please complete the included application, and return it with all required documents, to:

**Habitat for Humanity of Wake County**  
**Attn: Home Preservation**  
**2420 Raleigh Blvd.**  
**Raleigh, NC 27604**

All information that you provide will be held in strictest confidence. After your application is reviewed, you will receive a letter from us with next steps and important information. Please notify us of any changes to your application throughout the process. If you have any questions or concerns, please contact Shindira Kennedy, Homeowner Selection Manager, at 919-744-2436, Monday through Friday, 8:30 a.m. - 5 p.m. or email any time at [shindira.kennedy@habitatwake.org](mailto:shindira.kennedy@habitatwake.org).





# Apply for Home Preservation

## Instructions:

1. Complete the application. If a question does not apply to you, mark N/A. Incomplete applications cause delays. Attach additional sheets as needed.
2. Sign and date the Authorization and Release forms (section 5 on the application). If there are co-applicants, both must sign.
3. Enclose copies of the following documents (Do not send originals!):
  - Your most recent (2016) Income Tax Return. If you did not file taxes in 2016, other documentation of income should be provided, such as Social Security award letters.

Section 1 - Homeowner Information		
Legal Name of Homeowner(s):		Age:
Home Address:	City:	Zip:
Email:	County:	
Telephone Numbers	Home:	Number of Years at Address: _____
Please include area code	Cell:	Name of Neighborhood: _____
	Work:	Are you an Armed Services veteran? _____
		Are you disabled? _____
<p>List the names, ages, and relationship to homeowner of all people living in the home. If older than 18 years, provide Social Security number. We will use this information to do a review of credit for each member 18 years old and over. (attach a list if more space is needed):</p>		
Name/relationship:		Age:
Name/relationship:		Age:
Name/relationship:		Age:
Name/relationship:		Age:
Name/relationship:		Age:
Name/relationship:		Age:

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## Section 2 - Household Income and Mortgage Information

Ability to Pay - Income Guidelines: As of April 2017, per HUD FY 2016 Income Limits Guidelines (Max 60% AMI)

Household Size	Max Yearly Pre-Tax Income	The total, combined income before taxes for ALL persons living in the home is: \$_____ per year.
1	\$33,720	
2	\$38,520	
3	\$43,320	
4	\$48,120	
5	\$52,020	
6	\$55,860	
7	\$59,700	
8	\$63,540	

You must attach a copy of your most recent Federal Income Tax forms (i.e. IRS form 1040) for verification of HOUSEHOLD income.

Are you still making loan payments on your home?  YES  NO  
 If yes, what is your monthly payment? \$\_\_\_\_\_ / month  
 Do you currently have homeowner's insurance?  YES  NO  
 Are you current on your property taxes?  YES  NO

## Section 3 - Services Requested

Please select a tier and circle the specific services requested.

- Tier One:** Minor exterior repairs, painting, caulking, minor carpentry repairs, deck/stair/ramp repairs, exterior weatherization only, siding repairs, minor roof and fascia repairs. The fee for this tier is \$100.
- Tier Two:** Major exterior repairs, major carpentry repairs, deck/stair/ramp replacement, door replacement, window sash replacement, major landscaping repairs. The fee for this tier is \$200.
- Tier Three:** Major roof repairs including plywood sheathing, flashing, tar paper, shingles and drip edges, full tar paper/shingle removal and replacement. The fee for this tier is \$250.
- Vegetable Garden:** Add a 4'x8' above-grade vegetable garden to any tier for \$25.

*Seeking to put God's love into action, Habitat for Humanity brings people together to build homes, communities and hope.*

**Together, We Build.**

[www.HabitatWake.org](http://www.HabitatWake.org)

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## Section 4 - Homeowner's Agreement

I certify that the information on this application is accurate and that I own the property at the address given on this application. I have no present intention to move or offer my home for sale for at least three years. I confirm that any physically able persons residing in my home or visiting for the project day(s) will work alongside the Home Preservation volunteers. I confirm that, except for the conditions listed above, my home is a safe place for volunteers.

I understand that if my home is selected to be repaired, photos of me, my family members and my home may be taken and used publically.

To the extent permitted by law and without affecting the coverage provided by the required homeowners insurance, I agree to sign the release and waiver of liability.

\_\_\_\_\_  
Signature of Homeowner

\_\_\_\_\_  
Date

Where did you learn about the *Home Preservation* program? (Circle all that apply)

TV   Radio   Newspaper   Flyer   Postcard   Friend   Neighbor   Neighborhood Organization  
Other (Please describe): \_\_\_\_\_

Are you willing to be interviewed by media?       YES    NO

May we bring elected officials to your home?       YES    NO

**Complete the following ONLY if you are not the homeowner, but are assisting the homeowner in completing this application.**

Your Name:

Your daytime phone number:

Is the homeowner aware of this application?:    YES    NO