



## Home Beautification 2008 Grant Assistance Available Now!

### “City Beautiful Grant Program”

#### GET READY FOR SPRING

#### Eligible Uses of Funding:

- ✓ Driveway pavement/walkways (private property only)
- ✓ New Steps/porch/Awning/Gutters
- ✓ Railings
- ✓ New Windows/Flower boxes
- ✓ Exterior Paint
- ✓ Front Door/Screen Door
- ✓ Fence
- ✓ Landscaping (i.e. shrubs, flowers)
- ✓ Ramps and other accessibility devices to help elderly and disabled

#### Who can apply?

- ✚ *Low-income* homeowner:
  - ✓ *50 years or older,*
  - ✓ *or disabled,*
  - ✓ *or have disabled family members*

#### Program requirements:

- ✓ **Must own and reside in home;**
- ✓ Homes 40 years and older;
- ✓ Pre- and Post-home inspections performed;
- ✓ There must be a need for the work;
- ✓ MHIC Contractor required to perform improvements;
- ✓ Provide proof of financial need (most recent W-2 or 1040);
- ✓ Must provide proof of disability;
- ✓ Homes must not be rented, for-sale, and/or in foreclosure
- ✓ **REQUIRE NO MONEY OUT OF THE HOMEOWNER’S POCKET!**
- ✓ **Grant Awards are paid directly to the contractor!**
- ✓ Work must be completed within 45-days from award notification;
- ✓ Exterior home improvements only!

#### Program Incentives:

All recipients will be entered into a contest. 1<sup>st</sup> and 2<sup>nd</sup> place awards will be given. 1<sup>st</sup> place winner home will showcased on City Website, City Newsletter and TV channel. GOOD LUCK!!

#### **FOR MORE INFORMATION:**

Contact Samantha Archibald, Urban Planner, 301-336-1402; or email [archibalds@districtheights.org](mailto:archibalds@districtheights.org) subject “Home Grant 2008/09.” Applications can also be downloaded from the City Website:  
[www.districtheights.org](http://www.districtheights.org)

Application Submittal Date: \_\_\_\_\_

Approved: yes \_\_\_ no \_\_\_

# **District Heights "City Beautiful Grant Program"**



**NAME/Phone Number:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**How long have you lived at your residence?** \_\_\_\_\_ months \_\_\_\_\_ years

**Project for Consideration:** \_\_\_\_\_

**Please summarize project in detail and explain how this grant would help your house. Also indicate if you are considering landscaping improvements.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will you make landscape improvements? \_\_\_\_\_ Yes \_\_\_\_\_ No

### **Eligibility Criteria**

**Please check all that apply:**

- 50 years and older**
- Disabled**
- Disabled household member**

\* (proof of dependency must be shown on 2007 - 1040 form)

**Annual Household Income \$** \_\_\_\_\_

Please attach proof of income (2007 W-2, 1040, 1099)

**Name and Address of MHIC certified contractor selected for work:**

**(Please attach copy of estimate from MHIC contractor)**

**How do you plan to maintain the exterior improvements to your home?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### **Application Conditions**

**I acknowledge that is my sole responsibility as the homeowner, to pay contractor for all services rendered, in excess of the amount awarded from the City. The Contractor will provide all invoices for work performed to Grantor, City of District Heights.**

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

**I hereby, verify that my house is not/will not, be for-sale; for-rent; or in foreclosure during the time that I submit this application for assistance, and up to 90 days after my home products has been upgraded. I certify that the information I have included on this application is true; I understand that any false statements will nullify this application. I give District Heights permission to verify this information. I give District Heights permission to verify this information. I agree to comply with the provisions set forth in the Green Program Guidelines.**

**Applicant's Signature \_\_\_\_\_ Sworn to and subscribed before  
me this \_\_\_\_\_ day of \_\_\_\_\_ 200 \_\_\_\_\_. My commission expires \_\_\_\_\_**

**Notary Public Signature \_\_\_\_\_  
Seal:**

**I agree to have my photo taken for all marketing material pertaining to this program and for local newspapers related to the program.**

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

***Revised: 1/13/09***

### ***City Beautiful Grant Program Guidelines***

The Beautification program is administered through the City of District Heights, and funded by the State of Maryland – Community Legacy Program. The program offers homeowners aged 50 and older or disabled, a chance to beautify the exterior of their homes in order to upgrade their overall appearance, bring their properties up to City code, and/or make homes more accessible for the disabled. To be eligible a homeowner must be **low-income** and be able to show proof of income by submitting the most recent W-2s or 1040 forms, from all working household members, which will help the selection committee to calculate total household income:

**Maximum Income: 1 person household is \$43,050**

**Maximum Income: 2 person household is \$49,200**

\*Note: larger household incomes are subject to higher income requirements.

**Homeowners must be low-income and 50 years or older OR disabled; OR has a disabled member residing in the home to apply for the grant. Applicant's home must not/will not, be for-sale; for-rent; or in foreclosure during the time that I submit this application for assistance, and up to 90 days after my home products has been upgraded.**

The City will pay the contractor for all services rendered as described in contractor estimate, after services are rendered. The Contractor will provide all invoices for work performed to the City of District Heights Code Enforcement Department, where they will be reimbursed for their costs. Any costs in excess of the amount approved by the City will be the sole responsibility of the homeowner.

#### **Recipient Selection Process**

1. Submit application and all required documentation.
2. Code Enforcement will come out to inspect project for eligibility and need, and take pictures.
3. Selection committee will approve or disapprove project.
4. Applicant will be notified of committee decision in writing within 15 days of submitting completed application package.
5. Your certified MHIC contractor must obtain a building permit from the Code Enforcement Office.
6. Approved projects must be completed within 45 days from the date of committee approval.
7. Code Enforcement will conduct post inspection and take pictures of finished project.
8. Once the contractor submit the final invoice to the Code Enforcement Department, the contractor will be paid for all work approved by the City, with 14 business days. Anything cost in excess of the approved work, will be the sole responsibility of the homeowner.

#### **Eligible Use of Funds**

- ✓ Driveway pavement/walkways (private property only)
- ✓ New Steps/porch/Awning/Gutters/Railings
- ✓ New Windows/Flower boxes
- ✓ Exterior Paint
- ✓ Front Door/Screen Door
- ✓ Fence
- ✓ Landscaping (i.e. shrubs, flowers),
- ✓ Ramps and other accessibility devices to help elderly and disabled to enter and exist home safely

***Each homeowner is encouraged to landscape the outside to complete the look of the home. One extra point will be given to homeowners who incorporate landscaping elements to their exterior home improvements.***

**Construction Timeframe:** Improvements must be completed in 45 days from the time the committee approves the bid estimate.

**Building Permits:** Permits must be obtained by the hired contractor at the City Municipal Building prior to beginning improvements.

**Program Incentives:** Each homeowner will be selected to enter the contest of the best repair and overall improvement to the house. A prize will be awarded to the homeowner for first and second prize of overall improvement. The winner's home will also be advertised on the City's webpage, TV channel and newsletter.