

VANGUARD COMMUNITY DEVELOPMENT'S 2024 EMERGENCY HOME REPAIR GRANT APPLICATION



PROGRAM CONTACT: VANGUARD COMMUNITY DEVELOPMENT, HOUSING DEPT.

If you have an questions while completing this application or scheduling, please email or call Vanguard CDC at (313) 872-7831 or info@vanguardcdc.org.

HOW TO APPLY:

To schedule an appointment to submit a completed application to Vanguard's Intake Coordinator, Erica, along with the required documents, call (313) 872-7831 or email emconnell@vanguardcdc.org

Before completing this application, please take note of the following:

- Applications will be accepted no sooner than June 10, 2024.
- This grant is for North End homeowners. Single-family, owner-occupied homes.
- Up to \$12,500 is available for homeowners to invest in and repair their homes.
- Home repairs may increase property values, helping homeowners and strengthening the neighborhood.
- This program promotes public health and safety.
- Incomplete applications will not be considered.

* Please note that certain issues, such as infestation problems, fall outside the scope of this assistance program. While we prioritize health and safety concerns, we regret that we are unable to provide support for issues not explicitly outlined in the program's criteria.

Eligibility Requirements:

- Residents must own and occupy a single-family or duplex home located in the North End neighborhood.
- The North End neighborhood boundaries for Phase I of this project are: King Street (N), Horton (S), Woodward (W), I-75 (E).
- Homeowner's insurance and property taxes must be current, or have an approved payment plan with the County Treasurer. A quote is required if you do not have homeowner's insurance at the time of application.
- Residents may not currently be in bankruptcy. To be eligible to apply, bankruptcy must be discharged for at least one year.
- Residents with a reverse mortgage are not eligible to apply.

*Must meet Income Eligibility Requirements at or below 80% of AMI (\$75,750 for a family of 4).

Household Size Income Limit:

| | |
|-----------|------------|
| 1 Person | \$ 53,050 |
| 2 People | \$ 60,600 |
| 3 People | \$ 68,200 |
| 4 People | \$ 75,750 |
| 5 People | \$ 81,850 |
| 6 People | \$ 87,900 |
| 7 People | \$ 93,950 |
| 8 or More | \$ 100,000 |

*Gross annual income limit is defined as the TOTAL income received by all members of the household before deductions. This information was provided by HUD, effective June 2023.

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Required Documents Checklist:

Please bring the required documents to your appointment with Vanguard's Intake Coordinator, Erica. To schedule an appointment, call (313) 872-7831 or emailing emconnell@vanguardcdc.org.

- Signed Application
- A minimum of 5 photos showing the repair needed for your home (interior and exterior)
- Proof of Applicant and, if applicable, Co-Applicant Income (2 most recent pay stubs, employment verification letter, tax returns, award letter, W2, etc.)
- Proof of Homeownership (recorded deed)
- Proof of Occupancy (deed, current utility bills, etc.)
- Proof of Citizenship (birth certificate, passport, Certificate of Citizenship or Naturalization)
- Copy of Current drivers license or state ID
- Proof of paid property taxes (available at Wayne County Register of Deeds 400 Monroe Ave #700, Detroit, MI or at waynecountylandrecords.com)
- Income verification checklist (All household members over 18)

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Application Process:

Completed applications will be accepted in-person only at Vanguard Community Development beginning June 10, 2024 through July 12, 2024. Applications will be reviewed and pre-approved on a rolling basis beginning June 10, 2024, through July 12, 2024. You can find our headquarters at 2795 East Grand Boulevard, Detroit, MI 48211.

- A completed application (please refer to the required documents checklist attached)
- The application is reviewed to determine your eligibility for the grant.
- If pre-approved for the grant, Vanguard's Construction Manager will perform two inspections of your property; (1) a Lead Inspection Risk Assessment; and (2) an inspection to determine home improvement needs/requirements.
- If pre-approved, you must select up to 3 contractors from the Vanguard or City of Detroit's approved contractor pool to bid on the work.
- The Construction Manager will review bids and select a contractor with your input. Preference will be given to Detroit-based and/or minority-owned contractors.
- The contract between the contractor and the homeowner must be executed.
- If your repair estimate exceeds our maximum grant, must tender the difference as an initial deposit.
- The repair work will begin. Vanguard Community Development will pay the contractor directly on your behalf. You will not receive a check.
- The contractor will only perform improvements within the eligible scope of work.
- No liens will be placed on your property.

This application process requires your personal information:

- Applicant and, if applicable, Co-Applicant Income
- Proof of Homeownership and Occupancy (deed, current utility bills)
- Proof of Current Property Taxes/Homeowners Insurance
- Consent to sharing information with the city-wide Universal Intake and Data Sharing group.

What Repairs Qualify?

- Correcting health and safety hazards (pending lead risk assessment)
- Furnace replacement (boilers not included)
- Roofing
- Access and Egress
- Hot water tanks
- Electrical and repairs

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Before submitting this application, please include the following attachments:

- Please include a minimum of 5 photos showing the repair needed for your home.
- Proof of Applicant and, if applicable, Co-Applicant Income (Please reference checklist on page 2 of this application)
- Proof of Homeownership and Occupancy
- Proof of Current Property Taxes/Homeowners Insurance

PERSONAL INFORMATION

First and Last Name:

Email Address:

Phone Number:

Full Home Address:

Post Code:

HOUSEHOLD INFORMATION

Household Income

- \$24,999 or less
- \$25,000 - \$49,999
- \$50,000 to \$74,999
- \$75,000 or more

Have you applied for other Home Repair grants or loans for your home in the last 12 months?

- Yes
- No

If yes, please indicate where you are in the process. *Your response is for information purposes only and does not determine your eligibility for the Vanguard Home Repair Grant Program.*

- Approved for a Home Repair Grant. Please indicate which grant you were approved for below.
- In the pipeline for other Home Repair Programs. Please indicate which programs that are pending approval or review below.
- Receive Home Repair Grant or Loan funding
- Have been denied in the last 12 months. Please indicate reasons for denial below.

Please indicate here:

Number of Stories (Floors)

- 1
- 2
- 3+

Number of Bedrooms

- 1
- 2
- 3+

How long have you lived here?

- Less than one year
- 1 - 3 years
- 4-5 years
- 5+ years

Type of repair needed:

- Plumbing
- Electrical
- Roofing
- Hazards (lead, asbestos and mold)
- Other:

Description of repair needed:

Please provide a detailed description of the issue, including any specific symptoms or observations.

Urgency level:

- Low
- Medium
- High
- Emergency

Preferred date for service:

| | | | | | |
|---|---|---|---|---|---|
| | | | | | |
| D | D | M | M | Y | Y |

(Construction is scheduled to commence in July.)

Please explain your urgency selection:

ACCESSIBILITY INFORMATION

Do you require any accommodations for accessibility during the repair service?

If yes, please specify.

Is there anything else you would like us to know about your repair request?

If yes, please specify.

Preferred contact method:

- Email
- Phone

How did you hear about this program?*

- Referral
- Online Search
- Social Media
- E-Newsletter
- Invitation to Apply
- Other:

CERTIFICATION STATEMENT

Do you consent to sharing your completed application with other service providers in the city of Detroit for Home Repair, for which you may qualify?

- Yes, you have my consent to share information for the next 12 months.
- No, please do not share my information with other service providers.

By checking the box below, you are confirming that all details provided in this application are accurate and complete to the best of your knowledge.

- I hereby certify that this application is complete, and all information provided is accurate and true to the best of my knowledge.

Applicants Signature: _____

Date:

| | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> |
| D | D | M | M | Y | Y |

THANK YOU FOR YOUR INFORMATION

