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Feb 2019

Dear Resident,

The House of Mercy and Urban Erie Community Development Corporation collaborated with area residents to form the Eastside Grassroots Coalition that meets the second Thursday of each month at the JFK Kids Café on Buffalo Rd.

The Eastside Grassroots Coalition offers grants for home improvements for property owners in the target area of McClelland to Pennsylvania Ave along Buffalo Rd and 2 blocks North and South of Buffalo Rd. This grant money will be used to complete home improvements for a select number of homeowners/landlords. Grants generally range up to $5,000 per home for exterior-only home repairs, especially fascade improvements.

 Enclosed you will find application with requirements and types of repairs that will qualify, as well as a list of all required documentation. **Please note, only applications submitted with all required information and documentation will be considered for grant money.** Once your application is submitted it will be vetted through a selection committee and grants will be awarded based on: your owner occupancy status, the severity and type of repairs needed, ability to pay the required match of grant amount awarded, and location within the target area (priority will be given to homes located directly on Buffalo Rd., but we will also consider the two blocks north and south of Buffalo Rd. from Pennsylvania Ave. to McClelland Ave.).

 **The application is due no later than March 15th, 2019.** The selection committee will make its final decision by April 15th, and we will only notify those who have been selected via phone and at that time will discuss the next steps in the process. All committee decisions are final.

Sincerely,

Sr. Michele Schroeck Gary Horton

Director, House of Mercy Executive Director, UECDC

**Eastside Grassroots Coalition Home Improvement Grants 2019**

**House of Mercy**

**2005 Woodlawn Ave**

**Erie, PA 16510**

**APPLICATION FOR HOME IMPROVEMENT GRANT**

**HOMEOWNER NAME AND CONTACT INFORMATION**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Business Name (if applicable)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Owner Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Property Address (if different) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Daytime Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DOCUMENTS REQUIRED FOR CONSIDERATION OF GRANT REQUEST:**

* Identification showing address (Driver’s License, ID Card, or other address verification)
* Property Deed
	+ Or proof of ownership (Must be owner-occupant)
* Proof of Homeowner’s Insurance
* Up to date paid receipts for water, sewer, and refuse services
	+ Or written and signed payment agreement with service provider to pay past due bills, homeowner must be current on payments re: the agreement
* Copy of property taxes paid receipt
	+ Or mortgage statement showing tax escrow
	+ Or written and signed payment agreement with taxing bodies to pay past due taxes, homeowner must be current on payments re: the agreement
* Signed Application
* Photo of work requested

**OTHER REQUIREMENTS FOR CONSIDERATION OF GRANT REQUEST:**

* Income Determination/Proof of Income
* Ability to pay match of grant money awarded (Match due prior to start of work to be done)
* Detailed description of repairs needed

**PROJECT TIMELINE**

* February 1st – March 15st Outreach and Homeowner Applications Accepted
* Mar 15th- Apr 15th Review of Applications & Recipient Selections
* Apr 15th – May 15th Scope of Work Created, Request Bids from Contractors
* May 15th Homeowner 10% Match Due
* May 15th – Sept. 30th Repair Work Performed, Inspections Completed, Payments Made to Contractors

**INCOME DETERMINATION**

Total Number of people living in household: \_\_\_\_\_\_\_\_ Number of children living in household \_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Household Size | 120% Area Median Income | 80% Area Median Income |
| 1 person | $53,510 | $35,700 |
| 2 person | $61,150 | $40,800 |
| 3 person | $68,800 | $45,900 |
| 4 person  | $76,440 | $50,950 |
| 5 person | $82,550 | $55,050 |
| 6 person | $88,670 | $59,150 |

**80% of poverty median income requires a 10% homeowner match. Maximum grant is generally $5,000.**

**(ie: if project bid is $5000, homeowner pays $500, grant pays $4500). Homeowner pays 100% of all costs over $5000.**

**120% of poverty median income requires a 30% homeowner match.**

**Landlords/business require a 50% match. Maximum grant is generally $5,000. Owner pays 100% of all costs over $5000.**

Income sources from all adults living in household: INCLUDE COPY OF ALL DOCUMENTATION

Work (Full- or Part-time) Social Security (Including Disability) Pension Support payments or Alimony Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Household Income: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per: Week Month Year

**Attach Income Documentation:**

 Most recent federal tax return

 Pay Stubs (1 month total)

 Support or Alimony Award Letter

 Social Security Award Letter

 Bank Statement showing Direct Deposit income including employment, social security, pension and other income.

The owner agrees:

* To allow the contractor access to property in order to complete work on schedule
* To allow EGC representative on site to review the work completed
* To hold the Eastside Grassroots Coalition, House of Mercy, Sisters of Mercy of the Americas New York, Pennsylvania, Pacific West Community, Sisters of Mercy of the Americas, its funders and partners harmless from any potential litigation or disputes involving quality of work and materials used on this project. The above mentioned are in no way responsible for warranties or quality of work issues regardless of the sources of funds used on this project.
* To post sign (provided by EGC indicating the project is affiliated with the Eastside Grassroots Coalition during period of construction.
* To allow the EGC and House of Mercy to use before/after photographs of the property in promotional materials.

Property Owner’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner’s Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GRANT QUALIFICATION INFORMATION**

All grants awarded will be for **exterior** home repairs only.

Areas that will qualify for grant award:

* Front Doors & Door Frames
* Foundations
* Gutters & Drainpipes
* Front Porches & Stairs
* Roofs & Chimneys
* Siding & Paint
* Windows & Window FramesAreas that will **NOT** qualify for grant award:
* Driveways & Walkways
* Fences
* Garages & Sheds
* Landscaping

Grants will be awarded according to the following criteria:

* Location in target area with priority for Buffalo Rd. (Target area includes the two blocks north and south of Buffalo Rd from Pennsylvania Ave to McClelland Ave)
* Owner Occupants
* Severity of needed repairs and type of repairs
* Income level and ability to pay required match

**DESCRIPTION OF PROJECT AND WORK TO BE DONE**

**INCLUDE A PHOTO OF WORK TO BE DONE**

*List in as much detail as you can the type of work for which you are seeking a grant award. For example, if you are looking to replace your windows, indicate the number of windows, their approximate size, location, and type you would like. Follow the same format if looking to replace or repair doors or other similar items. If you are looking to replace your porch, give approximate measurements, types of material preferred, and types of railings and/or columns. If you are looking for new siding, indicate what kind of siding and color. For new exterior paint, indicate the type and color of paint, whether or not the area needs pressure washed or scraped, and whether or not you want your trim painted and if so what color.*

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

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**Applications are due no later than March 15th, 2019**. Mail completed applications and all supplemental documents to:

Sr. Michele Schroeck

Eastside Grassroots Coalition Home Improvement Grants

2005 Woodlawn Ave

Erie, PA 16510

I have read and understand the requirements and documentation needed for a home improvement grant.

Homeowner(s) Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Check this box if you wish us to keep your application to be considered in future grant projects

If you have any questions or concerns, contact Sr. Michele Schroeck: 814-898-0167 | michele.schroeck@gmail.com