



WEST CARROLLTON

ESTD  1830

PROPERTY MAINTENANCE GRANT PROGRAM

The City of West Carrollton provides limited funding each year to assist eligible residents with the cost of maintaining their property. Residents who qualify are eligible for reimbursement of up to \$500 toward these expenses, on a first-come/first-served basis. If expenses incurred are over \$500, then the City will allow for an 80% (City pays) / 20% (Owner pays) reimbursement for expenses from \$500-\$1,000 for property maintenance issues.

The following requirements must be met to qualify for the program:

- Total family income may not exceed 80 percent of the Dayton-Springfield SMSA median family income for the current year, as determined by the U.S. Department of Housing & Urban Development.
- Grant recipient must be a West Carrollton resident.
- The structure must be an owner-occupied, single-family residential unit.
- The Grant recipient must be current on their City of West Carrollton Income Taxes.
- All outstanding property maintenance violations must be corrected prior to reimbursement.
- An application must be filled out and turned into the Planning and Community Development Department. Applications are available at the Civic Center or on our web site at: www.westcarrollton.org.
- Grant recipients shall secure all required permits prior to commencing the repairs, which shall comply with all applicable local, state and federal regulations.
- Grant recipients must provide documentation of payment for reimbursable expenses and all other documentation as required by the City.
- Reimbursement will be made after the completion of the repairs and satisfactory inspection by the City.
- Approved applicants for paint will be awarded a voucher to be redeemed at a local paint store.

Eligible improvements include but are not limited to the following:

- Unsafe structures and equipment
- Protective treatment (painting)
- Structural members
- Foundation/exterior walls
- Roofs and drainage
- Stairways, decks, porches, balconies
- Windows, skylights, door frames
- Doors
- Interior surfaces
- Handrails and guards
- Light and ventilation
- Plumbing
- Water
- Sanitary drainage
- Storm drainage
- Mechanical and electrical
- Heating
- Fire protection
- Means of egress
- Other repairs to the principal structure as approved by the City
- Exterior Paint/Re-siding

Residents are encouraged to contact the Planning and Community Development Department at 859-5783 to apply, as funds are limited. Applications will be processed on a first-come/first-served basis.



WEST CARROLLTON

ESTD  1830

**PROPERTY MAINTENANCE
GRANT PROGRAM
APPLICATION FORM**

Property Address _____

Applicant Name _____

Description of work to be completed: _____

Social Security Number _____ - _____ - _____ Date of birth: _____

Disabled head of household? Yes _____ No _____

If yes, nature of disability: _____

Home phone: _____ Work (or other phone): _____

Total number in applicant's household: _____

Below, list each household member starting with the applicant's name first then list from oldest person to youngest person.

Name	Relationship to Applicant	Age	Monthly Income	Income Source (See below)

Income Source: Job, Social Security, ADC, Child Support, etc. Enter "none" if person has no income. Attach at least one document (pay stub, W-2, etc.) showing source of and amount of income, if applicable, for each person.

Additional Information applicant wishes to provide about income or situation:

Applicant Agreement:

I will obtain all necessary permits prior to completing repairs and provide documentation of payment for reimbursable expenses and any other documentation as required by the City. Reimbursement will be made after the completion of the repairs and satisfactory inspection by the City.

Applicant's Signature _____

Date _____

Approved? Yes _____ No _____ Reason: _____