



Home Rehabilitation Program Application

Code Compliance Assistance Program
Help for Homes

General Overview

Thank you for your interest in the city of Thornton's Home Rehabilitation Programs (HRPs). These programs are funded through the annual allocation of Community Development Block Grant (CDBG) funds provided to the city by the U.S. Department of Housing and Urban Development (HUD). Each year the city prepares an Annual Action Plan (AAP) designating where the funds are to be spent according to federal guidelines. City Council then adopts the AAP, and it is submitted to HUD for approval. Over the past several years, home rehabilitation has been a priority for the city and has received significant portions of the CDBG funds.

To implement the HRPs, the city partners with other non-profit organizations or contractors. The city continues to operate and work with our partners until the funding is exhausted. All HRPs are free to city of Thornton residents that apply and are approved.

When you fill out the attached application, indicate the programs you are interested in. Because the source of the funding is from HUD, each applicant must meet the general eligibility requirements listed below. **Note:** The Home Rehabilitation Program is not an emergency assistance program, and it may take several months to complete the application process.

Thornton's HRP Programs

You may apply to one or all these HRP programs with this application.

Code Compliance Assistance Program (CodeCAP)

This new program operated by the city provides free, external minor home rehabilitation to qualified applicants to mitigate or cure external code violations. Eligible tasks include hazardous tree removal; trash and debris removal - including large items such as furniture, appliances, and vehicles; fence repair or replacement; and waterwise landscaping. If it is secondary to the primary task(s), a one-time vegetation trimming and mowing may be completed.

Help for Homes Program (Not currently taking applications)

The city will reopen this program for applications in mid-to-late 2024. Income-eligible, owner-occupied, single family Thornton homeowners qualify for home rehabilitation up to \$10,000. The rehabilitation must improve the health, safety, accessibility, and or energy/water efficiency of the home. Examples of repairs, rehabilitation and/or renovations include plumbing, electric, ramps, walk-in showers, roofing, furnace replacement, and water heater replacement.

General Eligibility Requirement for all HRPs

Applicants must meet **all** the following criteria and provide proof of their eligibility, regardless of which Home Rehabilitation Program they are applying for:

- Your home must be located within the City of Thornton boundaries.
- You must be current on your mortgage payments or have paid off your mortgage.
- You must have current homeowner's insurance, if applicable.
- At least one person on the deed/mortgage should demonstrate Lawful Presence in the U.S.
- Based on the number of people living in your home, the total annual household gross income¹ cannot be more than:

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$71,900	\$82,150	\$92,400	\$102,650	\$110,900	\$119,100	\$127,300	\$135,500

The application starts on the next page.

¹ Definition of Income: the previous 12-months pre-tax (gross) income from all members of the household 18 years or older. If a household member turned 18 during this 12-month period, only the income earned after turning 18 will be calculated. Tax returns for the previous years will be counted.

Home Rehabilitation Program (HRP) Application

Applicant Information

Legal Name of Applicant: _____

Legal Name of the Co-Applicant: _____

Property Address: _____

Thornton, CO Zip: _____

Home Phone: _____ Cell Number _____

Email Address: _____

Which Programs Are You Applying For: (check all that apply)

- CodeCAP (Code Compliance)
- Help for Homes (not currently taking applications)
- Unsure

What Health, Safety, Accessibility, or Energy/Water Efficiency Rehabilitation Does Your Home and/or Yard Need?

Household² Information

List **everyone** living at this address

Household Occupants	Name	Birth Date	Employed?	Has a Bank Account? *	Files IRS Tax Return?
Applicant					
Co-Applicant					
Other					
Other					
Other					
Other					
Other					

* Include **all** checking and savings accounts

Is there anyone on the deed to the property who does not live there?

YES NO

If YES, provide the name of the person(s) on the deed and an explanation of why that person does not live in the home:

Home Information

Type of home?

- Single-family/duplex
 Townhome
 Condominium
 Manufactured Home

Do you live in a Homeowners' Association (HOA) community?

YES NO

If you checked yes, please provide the contact information for the HOA:

HOA Name: _____

HOA Representative Name: _____

² Definition of Household: For the purposes of determining HRP program eligibility, "household" is defined as all the people who occupy the residence. A household includes the related family members and all the unrelated people, if any, such as lodgers, foster children, wards, or employees who share the residence. A person living alone in a residence, or a group of unrelated people sharing a residence such as partners or roomers, are also considered part of the household.

Address: _____

Phone Number: _____

Email Address: _____

Website: _____

Do you currently have homeowner's insurance?

YES NO

Do you have a reverse mortgage on the home?

YES NO

Have you contacted your insurance company to see if any of the requested rehabilitation could be covered through your insurance?

YES NO

If YES, what was the result?

Do you intend to move, sell your home, or transfer the title of your home within the next 12 months?

YES NO

Have you lived in the home for at least 12 months?

YES NO

Financial Information

List the total monthly gross income³ of **all** household members 18 years old or older. Documentation must be provided for all sources of household income listed below.

Type of Income (Monthly)	Total Gross Income for All Household Members		
	Applicant	Co-Applicant	Others
Employment 1	\$	\$	\$
Employment 2	\$	\$	\$
Unemployment	\$	\$	\$
Social Security Retirement Insurance	\$	\$	\$
Social Security Disability Insurance (SSDI)	\$	\$	\$
Supplemental Security Income (SSI)	\$	\$	\$
Retirement/Pension	\$	\$	\$
Self-Employment/Business	\$	\$	\$
Child Support/Alimony Received	\$	\$	\$
Public Benefits	\$	\$	\$
Rental Income	\$	\$	\$
Other Income	\$	\$	\$

List all 401(k), 403(b), or 457(b) payments received in the last year:

\$ _____ \$ _____ \$ _____

List all other retirement income from sources such as PERA, IRAs, and pensions.

Assets

Do you have other cash savings (not including cash in a bank account)?

YES NO

If YES, what is the amount: \$ _____

Do you own residential property or land other than the home listed on this application?

YES NO

³ Definition of Income: the previous 12-months pre-tax (gross) income from all members of the household 18 years or older. If a household member turns 18 during this 12-month period, only the income earned after turning 18 will be calculated. Tax returns for the previous years will be counted.

Do you own stocks, bonds, or other investments (not including retirement accounts)? (i.e., Treasury bills, Certificates of Deposit, mutual funds, money market accounts, etc.)

YES NO

Do you have any other investments or assets? (i.e., revocable trust, Keogh accounts, insurance policies available before death, etc.)

YES NO

If yes, please explain:

Additional Information

This information is needed by the city of Thornton to track the demographics of program participants.

What is your race?

<input type="checkbox"/> White	<input type="checkbox"/> American Indian/Alaskan Native
<input type="checkbox"/> Black/African American	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander
<input type="checkbox"/> Asian	<input type="checkbox"/> American Indian/Alaskan Native & White
<input type="checkbox"/> Asian & White	<input type="checkbox"/> American Indian/Alaskan Native & Black/African American
<input type="checkbox"/> Black/African American & White	<input type="checkbox"/> Other Multi-racial

What is your ethnicity?

Hispanic

Non-Hispanic

Does anyone in your household have a disability as defined by the Social Security Administration? YES NO

Is this a female-headed household? YES NO

Are you, or is anyone living in your home a veteran? YES NO

The next three pages need to be read and signed and a checklist of needed information is attached at the end for your convenience.

Thank you.



Building Better Neighborhoods

CERTIFICATION AND INDEMNIFICATION

Applicant's Certifications

I/we, the applicant(s), hereby certify that I am/we are the owner-occupant(s) of the property to be rehabilitated and that the property is my/our principal residence. Also, I/we certify that all information provided in this application, including the income information, is true and correct to the best of my/our knowledge and belief. I/we understand that any discrepancy or omission in the information provided may disqualify me/us from participation in the Home Rehabilitation Program.

Indemnification

I/we hereby agree to indemnify and hold harmless the City of Thornton, its officers, agents, employees, and sub-grantees for the Home Rehabilitation Program against all liabilities, judgments, costs, and expenses arising out of, or in consequence of, housing rehabilitation or repairs provided as part of this Home Rehabilitation Program.

Applicant's Signature

Date

Co-Applicant's Signature

Date

UNDERSTANDING OF THE HRP PROGRAM

I/we, the applicant(s), hereby understand this Application does **not** guarantee the:

- Approval of the submitted application information by the city.
- Grant funding in any specific amount.
- Grant funding to the full limit allowed.
- Federal grant funds will always be available for the program(s).
- The rehabilitation projects I/we believe to be the highest priority will be accomplished.
- The city's or HUD's approval of the required environmental review.
- Immediate completion of the program(s) applied for.

I/we, the applicant(s), further understand the HRPs are required to prioritize expending the grant funds to protect the health and safety of the household occupant(s). These expenses include:

- Lead-based paint evaluations and possible remediation.
- Other hazardous material evaluations and possible remediation.
- Other unknown or unseen health and safety risks discovered through the initial inspection or during the home's rehabilitation.

Applicant's Signature

Date

Co-Applicant's Signature

Date

LAWFUL PRESENCE AFFIDAVIT

I, _____, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one):

_____ I am a United States citizen, or

_____ I am a Permanent Resident of the United States, or

_____ I am lawfully present in the United States pursuant to Federal Law.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Applicant's Signature

Date

Co-Applicant's Signature

Date

Other Home Rehabilitation Programs Sponsored or Supported by the City of Thornton's CDBG Program

Paint-a-Thon Program

Operated by our partner Brothers Redevelopment for 45 years, this program assists Thornton seniors (60+) and/or a Thornton resident with a disability by painting the exterior of their homes. The home must be an owner-occupied, single-family home less than 20 feet tall. The owner(s) must not be able to afford to hire a painting contractor. Homes with brick or siding may have areas like trim, gutters, downspouts, fascia, gables, and exterior doors painted. Additional qualifications apply and will be reviewed by our non-profit partner.

Phone: 720-339-5864

Email chad@brothersredevelopment.org

Visit: <https://tinyurl.com/3ysynre6>

CAPABLE: Aging in Place

CAPABLE, which stands for Community Aging in Place – Advancing Better Living for Elders, is operated by the Colorado Visiting Nurses Association. Thornton residents 55 years or older and/or with a disability may apply. The program was developed by the Johns Hopkins University School of Nursing. Its goal is to allow older adults to remain in their homes longer, achieve better health outcomes, and decrease medical costs. The CAPABLE program provides 12 visits to the home, some with an occupational therapist and others with a registered nurse. If small physical changes are needed to improve the safety or accessibility of the home, CAPABLE will provide a handyperson to perform the work for free. Additional qualifications apply and will be reviewed by this non-profit partner.

Phone: 303-698-6302

Email CAPABLE@vnacolorado.org

Visit: <https://vnacolorado.org/services/capable/>

APPLICATION CHECKLIST

Your application is not considered complete until all the required information is submitted. This checklist will help you gather and submit the needed documents. Please submit **ALL** pages of the documents including blank pages. The application approval process can take weeks or months to complete depending on the number of programs requested. Once the city receives your complete application, we will mark that date as your place on the waiting list(s).

Signature Documents

- Signed and dated Certification and Indemnification form.
- Signed and dated Understanding of the HRP Process form.
- Signed and dated Lawful Presence Affidavit.

Proof of Property Ownership and Residency

- Copy of the Deed. **If** the home is paid off, provide a copy of the property deed or release of the deed of trust. **If** your home is not paid off, provide a copy of your most recent mortgage statement.
- Proof of current property insurance, **and if** applicable include proof of flood insurance.
- Copy of applicant's and co-applicant's Driver's License, state-issued ID, or Passport.
- If applicable, the most recent mortgage statement or title for property owned other than your primary residence.

Proof of Income – Household

- Certified copy of the past year's Federal Income Tax Return (include every page) for each member of the household 18 years or older.
- Copies of three most current, consecutive bank statements for all checking and saving accounts for each member of the household 18 years or older (include every page). If submitting multiple accounts, statements periods must match.
- If employed**, include copies of two months of your most recent (consecutive) pay stubs for each household member 18 years or older.
- If** you receive Social Security, attach the Social Security Benefits Adjustment Letter(s) for the current year.
- If** you receive a pension(s) attach the 1099 form from the pension provider(s) for the last year.
- If** you receive any retirement savings distributions (i.e. IRA, 401(k), 403(b), 457(b)), include your 1099R or most recent statement showing total year-to-date disbursements.
- If** you received any other regular payments (unemployment, child support, alimony, interest earnings, royalties, rental income, etc.), attach verification for two months of your most current receipts. This documentation may be in the form of a government statement, official letter, separation agreement, lease, or court order.

- If you have an investment account(s), provide the two most recent investment account statements.
- If self-employed, copies of the past three months' bank statements and the past year's Schedule C.
- Name and value of any businesses owned and operated by household members 18 years and older.
- Documentation of other current income not listed previously.

Submit the Application and All Supporting Documents to

Mailing Address	E-mail	If Delivering in Person
City of Thornton Community Connections Attn: HRP Program 9471 Dorothy Blvd. Thornton, CO 80229	Housing@ThorntonCO.gov	Community Connections 9471 Dorothy Blvd. Thornton, CO 80229 <i>Monday thru Thursday 8 a.m. – 5 p.m.</i>

If you need help completing the application, or have additional questions contact:

Community Connections
 720-977-5800
Housing@ThorntonCO.gov



Additional information can be obtained at:

gocot.net/homerepair