



Housing Rehabilitation Program Information Sheet

The Gunnison Valley Regional Housing Authority administers the Housing Rehabilitation Program for eligible homeowners throughout Gunnison and Hinsdale Counties. Technical consultation and financial assistance are provided for general repairs and improvements. Inspection, consulting, and some construction management services are free of charge. The homeowner pays the construction costs through low-interest loans. The payment is based on what the borrower can afford.

The homeowner chooses approved contractors to complete the work. In some cases, the homeowner, if qualified, may choose to finance only the material costs and complete part or all the work themselves.

Income Eligibility

To be eligible for the program, the homeowner needs to be at 80% AMI income levels. Minimum Client Income is set at 50% AMI. For Gunnison County in 2021 80% AMI is:

- One-Person Household \$44,350
- Two-Person Household \$50,650
- Three-Person Household \$57,000
- Four-Person Household \$63,300

Application and Required Documentation

Please fill out, sign, and return the application and borrower's checklist.

Additionally, the following supporting documents are required:

- Income Documentation for all household members earning income.
 - Most recent federal tax return.
 - Most recent W-2s and/or 1099s.
 - Most recent 2 months of paystubs from each employer.
 - Retirement, disability, or social security award letters, if applicable.
 - Child Support, if applicable
 - If newly employed or no previous tax returns: Evidence of Income to be earned (employment contract, written verification from employer of income to be earned).
- Financial Information
 - Last 2 months of most recent bank statements for all accounts (all pages) for every checking, savings, money market, stock portfolio or other financial assets owned by the Applicant.
 - Most recent Mortgage Statement.
 - Homeowners Insurance Declaration Page.
- Other Information
 - Proof of Household Size
 - Copy of State issued photo ID for all household members 18 and older.
 - Birth certificates, school records for those under 18 years old.
 - Signed Proof of Lawful Presence Form, such as



- Copy of US Passport, US birth certificate, Permanent Resident Card, or other valid documentation.
 - Proof of Primary Residence, such as
 - Vehicle Registration, last year's federal income tax return, utility bill that shows 12 months use of home, government benefit letter within 6 months of application.
 - Signed Certification and Consent Form (see enclosed).
- Under certain circumstances GVRHA may require other, non-traditional forms of documentation to accurately calculate adjusted total income.
- All income documentation and information contained therein will remain confidential.

Eligible Rehabilitation Work

- Exterior work, such as roofs, foundations, paint or siding, site grading (to control flooding), site clearing (to protect from fire), septic systems, well water systems, doors, locks, skirting, leveling, bracing.
- Interior work includes electrical repair, plumbing, replacement of flooring, if hazardous, doors, locks, painting, lead-based paint abatement, replacement of in-operable built-in appliances.
- Weatherization and energy conservation measures, such as insulation, caulking, weather stripping, E-star appliances and repair/replacement of windows, doors, or heating systems.
- Modifications to aid the mobility of the elderly and physically disabled.

Inspection

A Property inspection will be completed to get an idea of the work that needs to be done. There will also be a separate inspection of the painted surfaces to determine if there is any possibility of a lead paint hazard for homes built in 1978 or earlier. Renovation of homes containing lead-based paint may require adherence to specific federal health and environmental regulations. Homes older than 50 years may require a historic home inspection.

An initial estimate of the job cost will be made at this time.

Loan Approval

A loan advisory committee will review the application and related documents. They will not be given your name or address. In fact, all your information will remain confidential except as allowed by law and as necessary for program eligibility and loan underwriting.

Project Design and Contractor Selection by Homeowner

Once the loan is approved, we can move to this stage of the project design and contractor selection by the homeowner. The goal is to give the homeowner the highest quality work for the lowest cost. Contractor's bids will be solicited and may reflect various options. The contractor is then selected by the homeowner and the contract and specifications between the homeowner and the contractor are finalized and signed.

Loan Closing

The final loan amount is typically based on the accepted bid amount plus any program costs not to exceed \$500. There are times, however, when the cost of the work needed exceeds the amount that can be loaned. In that case, the rehabilitation coordinator and homeowner will prioritize the work items and get bids on as many items as can be expected to be covered from the loan proceeds.

Construction Monitoring and Completion

Regular inspections by the rehabilitation specialist are conducted to help ensure contract compliance and good workmanship. Payments directly to contractors and suppliers are released upon approval of work by homeowner.

