



We build strength, stability, self-reliance *and* shelter.

Dear Prospective Participant:

Thank you for your interest in the Habitat for Humanity of Frederick County, MD (HFHFC) Home Repair Program. HFHFC is a non-profit organization financed through private donations and utilizing volunteer labor. We are a "Hand Up, Not A Hand Out" program. Our purpose is to partner with families in need to provide homeownership opportunities, and to preserve homeownership for those who already own their homes.

The Home Repair Program is a home preservation program. The purpose of the program is to assure a safe, healthy, accessible, and stable home for existing homeowners. The Home Repair Program does not cover home maintenance tasks (mowing the lawn on a regular basis, changing a paint color, changing air filters, etc.) or cosmetic changes based on homeowner preferences. Please read the following to determine whether you have an interest in our program, and if you meet our general guidelines:

To Qualify:

- You must be the homeowner, live in the home that needs repair, and the home must be in Frederick County, MD.
- You must have a need. These are repairs that you cannot complete yourself, that make the home potentially unsafe and/or that would increase accessibility for you and your family.
- Total household income range cannot be more than 80% of the median income for Frederick County, MD based upon family size. (see chart)
- We will verify information on your application such as employment, income, debt, homeownership, and insurance coverage.

If you are interested in Habitat for Humanity and believe you qualify for HHRP, we encourage you to complete the attached application and return it with all requested documents to Habitat for Humanity of Frederick County, MD at 24 S Wisner St., Suite 130, Frederick, MD 21701, or Fax to 301-698-1697.

Once we have received your completed application, including all necessary documents, we will contact you to let you know if you qualify for a Home Visit. During that visit we will review the repair needs you identified in your application and determine if the type and extent of the work fits the scope of program.

If you have any questions, please contact the Habitat office at (301) 698-2449 or email info@frederickhabitat.org

Thank you!

Habitat for Humanity of Frederick County, MD

FY2023 Frederick County (Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area)			
Household Size	30%	50%	80%
1	\$31,650	\$52,750	\$66,750
2	\$36,200	\$60,300	\$76,250
3	\$40,700	\$67,850	\$85,800
4	\$45,200	\$75,350	\$95,300
5	\$48,850	\$81,400	\$102,950
6	\$52,450	\$87,450	\$110,550



Mail or fax completed application to:
 Habitat Home Repair Program
 Habitat for Humanity of Frederick County
 24 S. Wisner Street, Suite 130
 Frederick, MD 21701
 Tel: (301) 698-2449 Fax (301) 698-1697

For Office Use Only Date
Rec'd _____
Rec'd by _____

Please Print Legibly

SECTION 1 - Homeowner Information

Legal Name of Homeowner:		Age:
Home Address:	City:	Zip:
Email:	Home:	Cell:
# Years at Address:	Neighborhood:	Are you a Veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No

List the names, ages and relationship to homeowner of all people living in the home (attach a list if more space needed)

Name/relationship: _____	Age: _____
Name/relationship: _____	Age: _____
Name/relationship: _____	Age: _____
Name/relationship: _____	Age: _____

SECTION 2 - Special Needs

Is the homeowner or anyone in the home disabled? Yes No

If yes, indicate the type of disability below (check all that apply, please describe if "other":

Uses a Walker, Cane or Crutches Wheelchair Bound Blind Hearing Impaired

Loss of Limb

Mentally Disabled Other: _____

SECTION 3 - Sharing Your Personal Information

If your application is a more appropriate fit with other, similar programs, may we share it with them? Yes No

Unless you give us permission to share your information with other organizations, your application will be kept confidential. If you check yes, you give HHRP your consent to share the information you provided on this application with similar organizations like Rebuilding Together, Impact4Frederick, etc.

SECTION 4- Household Income, Debts and Mortgage Information

What is the **total, combined** income **before taxes** for **ALL** persons living in the home? \$_____ per year

You **must** attach verification of Household Income for **ALL adults (18 years old and older) in the house** unless proven full time student (**up to 26 years old**). See Section 6 for Checklist that **MUST** be provided with this application to be complete.

Are you still making loan payments on your house? Yes No Monthly payment: \$_____

SECTION 5 - House Information

Which most resembles the size of your house?

- 1 Story 1.5 Story 2 Story
 2 Story Split

Exterior of house:

- Brick Aluminum Wood Vinyl
 Other

Which most resembles the type of your house?

- Single Family Duplex Townhouse
 Other

Year Built

Year Purchased

SECTION 6 - Checklist

- Did you complete **ALL** sections of this application?
- Did you **sign** the application/homeowners agreement?
- Did you attach a copy of **ALL last month's** paystub/proof of income for **ALL** persons over 18 in the household?
- Did you attach a copy of **ALL last month's** bank/credit union statements? (Checking, Savings, etc.)
- Did you attach a copy of **ALL last month's** mortgage statement (if applicable)?
- Did you attach a copy of your **current** homeowner's insurance?

SECTION 7 - Application History

Have you applied to HHRP or ABWK in the past? Yes No If yes, what year? _____

Has HHRP or ABWK done work at your home in the past? Yes No If yes, what year? _____

Have you had work done at your home by another program (ex: ImpactFrederick, Rebuilding Together, Frederick County Realtors Association, etc.) in the past? Yes No If yes, what year and program?

SECTION 8 - Media and Publicity

Where did you learn about Habitat Home Repair Program? TV Radio Newspaper Flier

Friend Neighbor Other: _____

If HHRP selects your house to be repaired:

_____ I give permission to be photographed on the day(s) of repair

_____ I give permission to have my name and photograph printed in the local newspaper

_____ I am willing to be interviewed by the media about what HHRP is doing with your house

SECTION 9 - Needed Repairs

Briefly describe the type of work you need done on your home. Attach a separate piece of paper if there is not enough space to list all repairs. Remember that the items listed below will be considered for repair, but the final decision on what work can be done with our time and financial resources will be made at the discretion of Habitat Home Repair Committee. The work done by HHRP will focus on warmth, safety and independence. Our volunteers are NOT professionals and may not be able to make all repairs.

PLEASE PRINT LEGIBLY

Area of Repair	Description
Accessibility Modification: ex: wheelchair ramp, grab bars, door handles, etc.	
Carpentry Repairs. Describe problems with the doors, floors, porches. steps, walls, etc.	
Roofing Repairs. Identify where roof leaks	
Painting on Repairs. List any Exterior painting needs	
Doors and Windows. Describe repairs needed, including locks, glass, frames, weather - stripping, etc.	
General Cleaning. Indicate if there is yard work needed.	
Other. Identify other repairs needed not listed above.	

SECTION 10 - Personal Statement (use back of sheet if need more room)

SECTION 11 - Homeowner's Agreement

I certify that the information on this application is accurate and that I own the property and primary resident at the address given on this application. I have **no** intention to move or offer my home for sale or rent for at **least 3 years or you will need to pay back 100% of the total cost (including labor)**. We may put a lien on your house if needed.

I confirm that any physically able person residing in my home or visiting for the project that day will work alongside the HHRP (Habitat Home Repair Program) volunteers. I confirm that, except for the condition listed above, my home is a safe place for volunteers.

To the extent permitted by law and without affecting the coverage provided by the required homeowner insurance, I waive any rights it may have to recover against Habitat for Humanity of Frederick County, MD and its programs for (1) damages for injury or death to persons or (2) damages to property for claims arising from such damages. This waiver is intended to waive fully, for the benefit of Habitat for Humanity of Frederick County, MD, any rights and/or claims, which might rise to a right of subrogation.

I understand that the people who may work on my house are unpaid volunteers: that few, if any of them, are skilled in the building trades; and that HHRP MAKES NO WARRANTIES, EXPRESS OR IMPLIED, REGARDING ANY MATERIALS USED OR WORK DONE BY ANYONE AT MY HOUSE. I hereby release HHRP, Habitat for Humanity of Frederick County and all associated with it from any and all liability whatsoever.

Signature of Homeowner

Date

Complete the following if you are not the homeowner, but are assisting the homeowner in completing this application.

Print Name

Cell Number

Is homeowner aware of this application?

Date

Home Number

YES

NO

Relationship to Homeowner