

## Application Process

1. Homeowner submits a completed Interest Form to the City to be placed on the City's Interest List. Priority on the Interest List is established by submittal date of the full Interest Form.
2. Homeowners on the Interest List are invited to submit a Full Application with all attachments, per waiting list order (a first-come, first-served basis).
3. The City's Program Operator verifies Homeowner eligibility then conducts on-site inspection of the residence to review requested and recommended rehabilitation repairs.
4. Program Operator prepares a scope of work and sends it out to be bid by eligible contractors who have been provided by staff or the homeowner.
5. Bids are reviewed with Homeowner, and the Homeowner selects a contractor.
6. A Loan Proposal is submitted to City of Fort Bragg loan committee and City Manager for approval.
7. Contract and Notice to Proceed are prepared for Contractor and Homeowner signature.
8. Deed of Trust and Promissory note must be signed by Homeowner, notarized and recorded with County.
9. Contractor will obtain permits from City.
10. Rehabilitation repairs begin.
11. Progress payments to Contractor are issued, based on work performed as confirmed by Program Inspector.
12. When repairs are completed, Homeowner signs Notice of Completion, which will be recorded with County.
13. Final payment will be made to Contractor.
14. Final loan documents are signed by Homeowner for 30 year, zero interest, deferred payment loans.

## Income Limits

Loans are available to low income households (below 80 percent of area median income). HUD adjusts the income levels on an annual basis by household size.

Households earning at or below the amount listed below will qualify (effective 5/1/2014).

<u>Household Size</u>	<u>Maximum Income</u>
1 person	\$30,700
2 people	\$35,100
3 people	\$39,500
4 people	\$43,850
5 people	\$47,400
6 people	\$50,900
7 people	\$54,400
8 people	\$57,900

# CITY OF FORT BRAGG OWNER OCCUPIED HOUSING REHABILITATION PROGRAM



**Need home repairs?**

**Want a zero interest loan to do so?**

**You may qualify for this program sponsored by the City of Fort Bragg!**



*This program is funded by a HOME Investment Partnerships Grant awarded to the City of Fort Bragg*

## Introduction

The City of Fort Bragg's HOME Owner Occupied Rehabilitation Program provides loans for qualifying low and moderate income homeowners for repairs to their home. Repairs must primarily correct health and safety items as well as building code and local regulation violations. Energy-related improvements, painting and weatherization may be included. No loan repayment is required for 30 years. No interest is charged. Only houses located in Fort Bragg city limits may qualify.

### Need More Information?

#### Contact Us

Jennifer Owen

Community Development Department

City of Fort Bragg

416 N. Franklin Street

Fort Bragg, CA 95437

Email: [jowen@fortbragg.com](mailto:jowen@fortbragg.com)

Phone: (707) 961-2827 ext. 109

Fax (707) 961-2802

**More information and Interest Forms are also available on-line at:**

<http://ca->

[fortbragg.civicplus.com/194/Housing-](http://fortbragg.civicplus.com/194/Housing-Rehabilitation-Loans)

[Rehabilitation-Loans](http://fortbragg.civicplus.com/194/Housing-Rehabilitation-Loans)



## Frequently Asked Questions

### Who can qualify for the program?

Annual income of adults in your household must fall below the Program Income Limits shown on this brochure. Income will be verified. You must own and live in the home, and you must be current on your mortgage payments. Your home must be located inside Fort Bragg city limits.

### How much funding can I qualify for?

The amount of Program assistance depends upon your household needs. Maximum assistance is limited by the value of your home after the rehabilitation work is done. The "After-Rehab Value Limits" for Mendocino County are currently set at \$250,000. This means that if your home is appraised at less than \$250,000, your maximum assistance is limited to the difference between your home value and \$250,000.

### Do I have to pay back the money?

No loan repayment is required for 30 years unless the homeowner sells or transfers title to the home, or unless the Homeowner stops living in the home. If you still own the home in 30 years, you may re-apply to extend the loan if needed. If the Homeowner's heir lives in the home, the heir may apply to the Program to determine eligibility to assume the Homeowner's loan. Voluntary payment of the loan before the 30 year period is allowed.

## Frequently Asked Questions

### How do I decide what work should be done?

The Program Inspector will work with you to decide which repairs are necessary and affordable, and you must approve all work.

### What kind of work can be done?

Rehabilitation repairs include: health and safety issues and to bring your home into compliance with current building codes, such as: energy-related improvements, lead-based paint hazard evaluation and repair, roofing, siding, windows, doors, electrical, plumbing, heating and cooling, driveways, painting interior and exterior, gutter/drain spout, porch repair, and access ramps and grab rails for the disabled. Money may be used for general clean up and minor landscape repair only in conjunction with other repairs with approval of the City, and general repairs are limited to 15% of the loan.

### How is a construction contractor selected?

You select the contractor. We will provide you with a list of interested contractors, or you may provide your own contractor. All contractors must be properly licensed and insured and may not be on the federal debarment list.

***More Questions? Contact us!***