



PO Box 42752, Philadelphia, PA 19101-2752 | Phone: 215.568.5044 | Fax: 215.967-1528 | www.rebuildingphilly.org

Dear Applicant:

Thank you for your interest in Rebuilding Together Philadelphia. We'd like you to know more about us:

MISSION

Rebuilding Together Philadelphia (RTP) is a nonprofit whose mission is to bring volunteers and communities together to improve the homes and lives of homeowners in need.

Specifically we focus on critical warm, safe and dry repairs, energy efficiency upgrades and home modifications for older adults or those living with disabilities.

ELIGIBILITY

All work will be performed without charge to the homeowner, although homeowners and their family are expected to work side by side with RTP volunteers.

To be eligible for this program, you must (see attached Eligibility Requirements for more detail):

1. Live in a home that you own and be able to provide proof of ownership;
2. Meet low-income criteria based on HUD standards (50% or less of 2007 Philadelphia median income) and provide proof of income before work begins;
3. **Complete, sign and return** the enclosed application (**incomplete applications will not be considered**).

While we accept applications from all Philadelphia homeowners, we help only a **limited number of homeowners** outside designated Block Build areas throughout the year. Our focus for the 2010-2011 program year will be in Walnut Hill (19139) and North Philadelphia (19140).

We are an all-volunteer organization and are limited in the amount of work that we do using volunteer resources. Every application we receive will be reviewed.

All questions can be referred to the phone or address on the letterhead.

Sincerely,
Jennifer Wootten
Administrator and Program Coordinator





Rebuilding Together Philadelphia
2010-2011 Homeowner/House Selection
Application

Empty box with three horizontal lines for address or contact information.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

Name of Homeowner _____ Age of Homeowner _____

Address of House _____ Zip Code _____

While we consider applications from all geographic areas of Philadelphia County and Montgomery County for a limited number of projects throughout the year, the bulk of our work is done in concentrated neighborhoods. Ask for our "Target Community Application" to apply on behalf of your neighborhood.

Home is nearest this major intersection _____ and _____

Home Phone Number _____ Work Phone Number _____

How long have you owned your home? _____

Do you have a deed or proof of ownership (circle)? Yes No

Who lives in your home, full- or part-time (including yourself)?

Table with 4 columns: Name, Age, Relationship, List Any Disabilities. Rows 1-5 for listing household members.

Able-bodied homeowners/friends/family are expected to work with volunteers. Think about who can lend a hand.

What is the total monthly household income before taxes? Include salary, all forms of public assistance, SSI, pensions, child support, unemployment and rental income, for all residents. Complete the attached "Income Worksheet" and include proof of income as indicated on that worksheet.

Total Monthly Income for household \$ _____

What else would you like to share about yourself (work background, raised a family in your house, special interests, etc.)?

Four horizontal lines for sharing additional information.

Are you or someone living in your home a veteran of the armed services? Y [] N []

If yes, Name/Branch/Years of Service _____

Rebuilding Together Philadelphia is a volunteer-based non-profit organization that partners with the community to rehabilitate the homes of elderly, disabled, and low-income homeowners so they may continue to live in warmth, safety and independence.

Please describe the condition of each part of the house, and specify on which floor the following rooms are located:

Main Roof: _____ *When was main roof last repaired/replaced?* _____

Front Door/Porch: _____

Back Door/Porch: _____

Living Room: _____

Dining Room: _____

Kitchen: _____

Bathroom #1: _____

Bathroom #2: _____

Bedroom #1: _____

Bedroom #2: _____

Bedroom #3: _____

Other: _____

Repair Wish List – List the five most important repairs needed:

1. _____

2. _____

3. _____

4. _____

5. _____

How did you find out about RTP? _____

I certify that this information is true and correct to the best of my knowledge.

Signature of Applicant

Date

Print Name

Return by Mail to: Rebuilding Together Philadelphia
House Selection
P. O. Box 42752
Philadelphia, PA 19101-2752

CONTACT INFORMATION:
215.568.5044
<http://www.rebuildingphilly.org>



Philadelphia INCOME WORKSHEET

Rebuilding Together serves homeowners who live on a limited income and own their own home. For this reason, we must ask you to certify the total household income for all the people who live within your home and we will verify property ownership.

Verification of Income

Please fill in the chart below and provide documentation to verify this information. Information provided below must include annual income of **all household members**. Acceptable documentation:

- Copy of latest federal tax returns filed for each eligible household member or
- Social Security/SSI benefit statements
- Pension Benefits for Veterans or Retired
- Single paystub for employment
- Child support benefits or AFDC statement
- Unemployment benefits statement
- Indication of any rental income

Please provide photocopies of all documents and black out all social security numbers

Name	Wages Salary	Social Security Check	Disability	AFDC	Other* (Eg. Pension)	Gross Annual Income
Total						

* Explanation of Other Income: _____
 Are there any special circumstances regarding the amount of expenses within your household that we need to be made aware of such as home health care, hospital costs, medication expenses, etc.?
 ? _____

Please list the name of any member of your household who is unemployed: (Do not include individuals in grades K-12, retired individuals, or those receiving Social Security.):

I have _____ number of renters who pay me \$_____ on monthly basis.

I do not have any renters who reside within my home.

Rebuilding Together Philadelphia

Homeowner Eligibility Requirements

Rebuilding Together Philadelphia completes free home repairs, energy efficiency upgrades and home modifications for homeowners meeting the following criteria:

- Your home must be owner occupied.
- You must be able to provide the deed, home owner insurance policy, property tax bill, or tax waiver as proof of ownership.
- Your household must be considered Low-income by HUD standards. Total household income must be below 50% of the Area Median Income for Philadelphia Metropolitan Area based on household size:

1 person	2 people	3 people	4 people	5 people	6 people
\$27,075	\$31,100	\$35,000	\$38,000	\$42,000	\$45,100

Before work can begin to your home, proof of full household income must be furnished in the form of the following:

- Copy of latest federal tax returns filed for each eligible household member
or
 - Social Security/SSI benefit statement
 - Pension Benefits for Veterans or Retired
 - Single paystub for employment
 - Child support benefits or AFDC statement
 - Unemployment benefits statement
 - Indication of any rental income
Please provide photocopies of all documents and black out all social security numbers.
- You must sign a verification form agreement that the home to be repaired through RTP will not be sold, under contract of sale or a rental property for two years after the work has been completed.
 - Household or family members must demonstrate a willingness to work with volunteer groups, an understanding of the program and understand limitations of work to be done by volunteers. Consideration is made for those physically unable to complete repair work with RTP volunteers.
 - Neither the occupants of the house, nor the house, nor the surrounding area should pose a threat to the physical safe being of the volunteers.

- RTP has a special focus on working with specific low-income homeowners and residents. Special consideration may be given if you or your household fit into any of the following categories:
 - An older adult (over the age of 60)
 - Disabled
 - Living with children (under the age of 18)
 - Living with multiple extended family members or other permanent residents
 - Veteran

Type of home that will be considered under RTP program:.

- Qualifying homes must need repairs to improve the quality of life safety and security for household members.
- Repairs must fall within the skill level of the volunteer work groups available. The project must be suitable for available volunteers.
- Site Evaluation form will be used to determine priority of home and repairs, as well as consideration for special focus categories. Note: Homeowners will not be evaluated on "how" the homes fell into a state of disrepair.