



**FOR IMMEDIATE RELEASE**

May 6, 2016

**CONTACT: Community Development**  
973-321-1212 Ext. 1221

**City of Paterson Offers Homeowner Rehabilitation Program**

*City's Department of Community Development Assists City Home Owner-Occupants  
In making necessary, major repairs to home, for up to \$15,000.00*

Paterson, NJ – The City of Paterson's Department of Community Development, through its Homeowner Rehabilitation Program, a deferred loan program, is offering low-to-moderate income homeowners with assistance in making necessary repairs to their homes.

A call to the Department of Community Development at 973-321-1212 will start the application process, and an assigned Loan Advisor will answer any questions regarding the program.

A preliminary application will be provided to the interested parties and once completed the City will determine eligibility and next steps. If the candidate meets the eligibility requirements the program will provide up to \$15,000 per dwelling unit. The program will operate on a first-come, first-served basis and is based on income, family size and type of improvement.

If the homeowner qualifies a Cost Estimator will be assigned to them, who will make an initial visit to the home to determine, which improvements would be eligible to be completed based on eligibility criteria and priorities. Homeowners are required to own and occupy the home for at least five (5) years from the date the work is completed.

Eligible Improvements:

- Heating/Ventilation/Air Condition repairs or replacement
- Safety and Health Related Repairs, such as, plumbing, electrical and code-related repairs
- Structural Repairs

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# PRE-APPLICATION FOR PATERSON HOMEOWNER REHABILITATION PROGRAM

Please complete this form and return **BY MAIL ONLY** to:

City of Paterson  
Department of Community Development  
125 Ellison Street, Second Floor  
Paterson, New Jersey 07505

1. Owner(s) Name(s): \_\_\_\_\_

2. Property Address: \_\_\_\_\_

No.	Street	
City	State	Zip

3. Phone Number (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): \_\_\_\_\_

4. Email Address: \_\_\_\_\_

5. Do you own AND occupy this property/land? Yes \_\_\_\_\_ No \_\_\_\_\_

6. If YES, approximate date of purchase: \_\_\_\_\_

7. How many dwelling units in the home? : \_\_\_\_\_

8. Have you ever had rehabilitation work done through a City program?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If YES, When? \_\_\_\_\_

9. Are you currently in bankruptcy? Yes \_\_\_ No \_\_\_ Delinquent Taxes? Yes \_\_\_ No \_\_\_

10. Number of persons, including yourself, living at this address: \_\_\_\_\_

11. Do you file a Federal Income Tax Return? \_\_\_\_\_

12. Household Composition & Income: (Please list the name of every person living at this address and give income source and amount for each).

	Name(s)	AGE	Monthly Amount of Gross Income	Source (i.e. Social Security, Employment, Pension, Interest, Etc.)
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____

13. Asset Information: (List all checking and savings accounts including Certificates of Deposit of all household members.)

FAMILY MEMBER	BANK NAME	CURRENT BALANCE
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_____	_____	_____
_____	_____	_____
_____	_____	_____

List value of all stocks, bonds, trusts, or other assets:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTE: All financial information is kept confidential and is used only for the purpose of determining eligibility for this program.

14. Are you a US Citizen or Resident Alien? Yes\_\_\_No\_\_\_\_\_. You may be required to submit a copy of your Social Security Card, Birth Certificate, and / or Green Card.

15. Please list the problems you are having with your house:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In accordance with the *Fair Housing Act of 1988*, the *American Disabilities Act of 1990*, the *Equal Credit Opportunity Act*, and the *Rehabilitation Act of 1973*, as amended; the City of Paterson does not discriminate on the basis of race, color, religion, sex, handicap, familial status, national origin, marital status, or age.

Warning: Section 1001 of Title 18 of the United States Code makes it a criminal offense to make willfully false statements or misrepresentation to any department or agency of the United States as to any matter within its jurisdiction. In addition, if you give false information or fail to report any income, you may have to pay back part or all of the money paid by the government on your behalf, as well as standing a chance of losing your home.

Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## CITY OF PATERSON

### HOMEOWNER REHABILITATION PROGRAM

*HELPING HOMEOWNERS IMPROVE THEIR HOMES AND THEIR COMMUNITY*

The City of Paterson's Homeowner Rehabilitation Program is a deferred loan program to help low-moderate income homeowners make necessary repairs to their homes and ultimately assist with revitalization of neighborhood and community. There is no repayment of the loan if you own and live in the house for at least five (5) years after the work is completed.

#### *HOW IT WORKS STEP BY STEP*

##### THE APPLICATION

A call to the Department of Community Development at 973-321-1212 starts the application process. An assigned Loan Advisor will answer any questions you have regarding the program or arrange an appointment for an in-person consultation. A preliminary application will be provided to you for completion. Once the completed application is received, the City will determine if you are eligible for the next step in the process. You must meet certain eligibility requirements. Completion of a full application would follow. The Program will provide up to \$15,000 per dwelling unit. The program will operate on a first-come, first-served basis.

##### INSPECTION AND SCOPE OF WORK

If you qualify for the program, a Cost Estimator (CE) will be assigned to you. The CE will make an initial visit to your home to determine what improvements would be eligible to be completed based on eligibility criteria and priorities. After your approval of the project work write-up, the CE will put your project out to bid. You will need to make your home available to allow contractors access to the property so they can fully develop their most competitive bid. The contractor with the lowest bid will be awarded the project. If you would prefer a higher bidder, you can pay the difference between the bids. Your payment will be made before any loan money will be disbursed. All contractors are pre-approved by the City.

##### FINANCING WITH A CITY LOAN

You are required to own and occupy the home for at least five (5) years from the date the work is completed. After five years, no repayment of the loan is required and any lien will be released.

##### CONSTRUCTION

A pre-construction meeting is held between the owner-occupant, contractor and CE to discuss the contractor's timeframe, material selection and other related issues. Following the meeting loan closing

documents are signed by all parties and work can begin. Under normal conditions contractors will be given thirty (30) to ninety (90) days to complete the work. The CE oversees the work and makes periodic inspections throughout the period. When work is complete, the CE will do a final inspection with the contractor and owner/occupant. There will be a one year warranty on workmanship from the date of completion provided by the contractor, along with product warranties.

#### ELIGIBILITY REQUIREMENTS

Eligibility requirements are as follows:

- The property must be owner occupied and contain no more than three (3) residential units.
- Your anticipated annual household income must not exceed 80% of the Area Median family Income. At least 51% of the households must meet the 80% criteria, being the owner occupant in a one- or two-family residence or the owner occupant and at least one tenant in a three- family home.
- The owner shall be titleholders as recorded by deed in the Passaic County Register's Office.
- The property is located in the City of Paterson.
- All real estate taxes are current.
- The home/property has insurance coverage.
- The property has not deteriorated beyond economic repair as determined by the assigned Cost Estimator.
- The property is free of litter, debris or other obstructions; the Cost Estimator and Contractor have unobstructed access to the interior of the home.

#### ELIGIBLE IMPROVEMENTS

- Heating/Ventilation/Air Condition repairs or replacement
- Safety and Health Related Repairs, such as, plumbing, electrical and code-related repairs
- Structural Repairs