

West End Housing Improvement Fund Application



Seven Hills Neighborhood Houses: 901 Findlay St. Cincinnati, Ohio 45214

Contact: Tia Brown

Phone: 513-407-5362

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West End Housing Improvement Funds (HIF) will be used to support the immediate housing needs of low and moderate income residents in the West End.

-HIF Funds will initially be used for preservation and creation of affordable homeownership and rental housing opportunities, including but not limited to assisting residents with code enforcement orders or citations. Future HIF funds will be used to assist residents with down-payment and rental assistance, legal representation, and landlords for a resident's rental assistance, if feasible, such funds should be provided on the condition that the landlord will agree to keep the rents at an affordable rate (as defined by HUD standards) and/or continue to accept Section 8 subsidies at the property for at least 10 years.

-Due to the limited amount of funds, appropriate projects must cost \$5,000 or less. Any request considered that is estimated to be in excess of \$10,000 will be discussed with the Port before approving such request.

-Funds shall be available to individuals who have exhausted other resources that may be available to them. Other resources include: Home Ownership Center, People Working Cooperatively, Habitat Veteran funds and the Harbor Program.

Requirements to apply for funds:

West End Resident

Income **below** 80% Area Median Income (AMI)

Signed and dated application

Income Verification (*paystubs & recent 1040 (Tax return)*)

Copy of Mortgage Statement

Copy of Tax Bill (*If applicable*)

Copy of one Identification Doc (*Birth Certificate, Social Security Card, Picture I.D., etc.*)

Persons in Household

1	\$45,500
2	\$52,050
3	\$58,500
4	\$65,050
5	\$70,300
6	\$75,500
7	\$80,700
8	\$85,900

Add \$4,320 for each person over 8

Seven Hills Neighborhood Houses
901 Findlay Street
513-407-5362
www.7hillsnh.com

Housing and Financial Resources:

Brighton Center- Financial Class
Pamela Willis- Office: 859- 491-8303 ext.2323
pwillis@brightoncenter.com

Legal Aid- Living Will
Volunteer Lawyers Program- 513-241-9400

People Working Cooperatively- Home Safety Assistance
513-351-7921

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Email: Tia.brown@7hillsnh.com

Name: _____

Phone: _____ 2nd Phone: _____

Email: _____

Address: _____

Today's Date: _____ Date Issue Began: _____

Type of assistance needed?

Home Repair Funds

Other (i.e. Mortgage Payment, Property Tax, Utility Bill, Rental Repair Funds):

Number of people in household: _____

How long have you lived in your property? _____

Current source(s) of income: _____

What is the cost of solving your housing issue? _____

*If known, please provide proof/example of cost justification/ Quote for work

Do you have City Citations on your property?

Yes No

Have you applied for any other funding to solve this issue?

Yes No If Yes, where did you apply? _____

Have you spent your own money on this issue in the past?

Yes No If Yes, how much was spent? _____

Over the age of 50?

Yes No

Are you a Veteran, married to a Veteran, widow or widower of a Veteran?

Yes No If Yes, how much was spent?

Applicant Certification:

I _____, request one time assistance from the West End Housing Improvement Fund to help pay for the housing related expense(s) listed above. I understand that providing false information on this application may result in denial or termination of assistance. As an applicant for the West End Housing Improvement Fund, I certify that all of the above information is true, and I authorize the housing specialist to verify all information in this application and housing review committee to review this application to determine eligibility and level of assistance.

Applicant's Signature: _____

Date: _____

Received By: _____

Date: _____

Contractor/ Vendor Information: STAFF USE ONLY

Legal Name of Vendor: (ex.
Contractor/Utility Company)

Contact person:

Payment payable to:

Mailing address:

Account:

Email address:

Phone number:

Administrative Application Checklist: (Completed by Seven Hills Neighborhood Houses)

- Signed and dated application
- Income Verification (*paystubs, W-2s etc.*)
- Copy of one Identification Document (*Birth Certificate, Social Security Card, Picture I.D., etc.*)
- Copy of Eviction Notice
- Copy of lease or rental agreement
- Copy of Mortgage Statement
- Applicant connected to Brighton Center to enroll in Free Financial Class
- Applicant connected to Legal Aid to obtain Living Will (HIF assistance requirement)
- Applicant connected to People Working Cooperatively for home safety assistance

