

Willow Creek Valley Economic Development Group (WCVEDG)
Housing Rehabilitation Grant Application

Date: _____

Property Owner Information

Name(s): _____ Phone Number: _____

Mailing Address: _____

City, State, Zip: _____

Proposed Refurbished Dwelling Information

Property Owner: _____

Address: _____

City, State, Zip: _____

Total Estimate Project Cost: \$ _____

Grant Request (Not to exceed 20% of project cost; \$20,000 max): \$ _____

Type of Dwelling (Single-Family or Multi-Family):

Application Checklist: In order for your application to be complete, please attach a written statement and supporting documents that provides the following:

- Description of the proposed improvements to the dwelling. Improvements must be "Eligible Projects" as listed in Section 3 on Page 2;
- Description of improvements that will be completed by contractor and the tasks that will be completed by the applicant. Include contractor bid(s) and material costs;
- A copy of a deed instrument, sales contract, or accepted purchase agreement demonstrating ownership of the subject property and thereby authority to make improvements to the subject property;
 - Note:** A copy of a professional whole house inspection (electronic submittals are permitted) shall be submitted prior to final approval by the Grant Review Committee. The inspection may be submitted after initial review and prior to approval of the proposal by the Grant Review Committee.

I (we) have reviewed the attached WCVEDG Housing Program description listed on pages 2 and 3, and understand that disbursement of grant funds is subject to the terms and conditions listed in that program; in particular Section 6: Terms and Conditions. I (we) certify that we are authorized to make improvements to the subject property.

Property Owner(s) Signature

Date

For more information, please call Kim Cutsforth at (541) 676-9411.

Willow Creek Valley Economic Development Group (WCVEDG)

Housing Rehabilitation Grant Project Description

1. Purpose and Intent of this Program: The purpose and intent of this grant program is to improve and increase the available housing stock in the Willow Creek Valley:
Whereas: Quality housing is essential for attracting employees to the Willow Creek Valley.
Whereas: Dilapidated and vacant houses create a blight in neighborhoods.
Whereas: The market in South Morrow County may not support the necessary investment that would be required to bring housing up to working family standards.
Therefore: This program is designed to provide an incentive to property owners seeking to make improvements to existing single-family and multi-family, stick-built dwellings and to help offset the risk to the developer.

2. Program Summary: This program is sponsored by the Willow Creek Valley Economic Development Group (WCVEDG) or "grantor." WCVEDG invites applications from property owners located in the WCVEDG Service Area (See Map on Page 4); hereafter "applicant" or "grantee."

As described under the Terms and Conditions listed in Section 6, Grantees may apply for grant funds up to 20% of the Eligible Project Budget not to exceed \$20,000. These funds may be used to directly pay licensed contractors or may be applied to invoices for materials used for construction that enhance the value and habitability of existing dwelling units. WCVEDG will pay the granted portion of the project after the Grantee has expended their portion of the project budget; which is at least 80% of the proposed project costs (hereafter Grantee's contribution). Grantee will be required to provide Mechanic's Lien Waivers for all products and services. WCVEDG grant payments will be made after the Grant Review Committee deems that the project complies with the requirements of this program. The dwelling, must meet FHA/VA habitability standards once the refurbishment is complete. When the project is completed, the Grantee will be required to record a Notice of Completion with the Morrow County Clerk.

3. Eligible Improvement Projects: Eligible projects are those that further the purpose and intent of this program listed in Section 1. Projects may include, but are not limited to: improvements to building structures, HVAC, roofing, plumbing, electrical systems, flooring, interior, exterior finishing and curb appeal landscaping. Eligible projects do not include improvements to manufactured dwellings.

4. Eligible Project Budget: Eligible project budgets that may be counted toward the grantee's contribution include Eligible Improvement Project construction costs incurred by a licensed contractor and costs necessary to purchase local and/or state permits for the described construction. The cost of materials purchased by the Grantee may be included; however, in-kind work by Grantee will not be counted as a Grantee's contribution under this program. The purchase price of the subject property may also be included.

5. Grant Review Committee:
 - a. The WCVEDG Board shall appoint three Board and/or general WCVEDG members to a Grant Review Committee.
 - b. The duties of the Grant Review Committee shall be to:
 - i. Review all applications for grants under this program and make a final decision on grant issuance. This decision will be based on the Committee's determination of the best use of grant funds.
 - ii. Determine if grant applications are Eligible Improvement Projects; as listed in Section 3.
 - iii. Prepare and revise when necessary, the grant application that gathers the information needed to review proposals under this program.
 - iv. Answer general questions by applicants, and inform grant applicants of the Terms and Conditions listed in Section 6.
 - v. Periodically perform inspections of the granted project.
 - vi. Resolve questions and issues that arise after grant issuance.

6. Terms and Conditions. Grants shall be awarded based on the availability of funds and according to the following terms and conditions:
 - a. Project must be within the WCVEDG service area as per attached map (Page 4).
 - b. WCVEDG Grants shall be up to 20% of the Eligible Project Budget not to exceed \$20,000. While the Eligible Project Budget may include the price of a new acquisition, at no time shall the WCVEDG grant contribution exceed the portion of the project budget for eligible improvements. Grantee's contribution shall be expended prior to WCVEDG's disbursement of grant funds.
 - c. The cost of the project will be determined through the committee's evaluation of the grantees plans that must include contracted labor and materials estimates. All Grantee projects will be required to have a professional inspection to aid in determining the extent of required improvements. The inspection shall be submitted prior to final approval by the Grant Review Committee.
 - d. Grant funds shall only be paid after the Grantee can document that they have expended their contribution on the housing refurbishment.
 - e. If the completed project does not meet the conditions of the grant agreement, all grant funds paid by WCVEDG shall be repaid in full. Failure to repay these funds within 90 days may result in a lien and foreclosure on the subject property.
 - f. Grantee shall obtain all necessary required development permits including, but not limited to: planning, building, electrical, plumbing, and mechanical permits. Grantee shall record a Notice of Completion with the Morrow County Clerk.
 - g. Project must be a non-owner occupied building and cannot be a second home.
 - h. Refurbishment projects shall be completed within one year from the date that the Grant Review Committee issues the final decision on the grant application. Project extensions may be granted from time to time by the Grant Review Committee.
 - i. Upon project completion, the dwelling shall meet FHA/VA habitability standards. The grantee must ensure that the dwelling meets the stated habitability standards before the project is considered complete.

Funding is not guaranteed and the program may be amended to meet community needs

WCVEDG Service Area Map

