



Mail completed form to:
 Home Preservation
 1357 North River Street
 Spooner, WI 54801

For Office Use Only

| |
|----------------|
| Date Received: |
| City Citation: |
| Referred By: |
| Phone #: |
| Application #: |

Home Preservation is a volunteer based program of Wild Rivers Habitat for Humanity that paints and repairs homes for under-resourced homeowners who need assistance to do necessary work. Call **715-939-1390** with any questions.

Is this for (please check one) Home Preservation Critical Home Repair Weatherization

A \$19.00 (One Applicant) or \$30.00 (Two Applicants) credit check fee is required to process your application

SECTION 1 - Homeowner Information

| | |
|---|-----------------------|
| Legal Name of Homeowner: | Date of Birth: SS# |
| List anyone else on the title of your home: | Date of Birth: |

Home Address: _____ City: _____ Zip: _____

County: _____ Name of Neighborhood: _____

Home Phone: () - Email: _____

Cell Phone: () - _____

Work Phone: () - Year you moved into your home: _____

List the name, **birthdate** and **relationship** to homeowner of **all** people in the household (attach a list if more space is needed):

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Has anyone in your household ever served in the U.S. Military? Yes No (If yes, please fill out section 3)

Is anyone in your household currently in the military? Yes No

Name: _____ Branch: _____ Name: _____ Branch: _____

SECTION 2 – Special Needs

Is anyone in the home disabled? Yes No *Please list the resident name and type of disability.*

Name: _____ Type of Disability: _____

Name: _____ Type of Disability: _____

Name: _____ Type of Disability: _____

Is interpretation needed? Yes No If yes, what language: _____

SECTION 3 – Veteran Information

Is the homeowner also the veteran? Yes No

If no, what is the relationship to the veteran? _____

Property Address _____

Veteran Name _____ Gender _____ Race _____

Branch Served: _____ (Enter as Year Only)

Final Rank: _____ Period Served From: _____ To: _____

Rank: _____ Period Served From: _____ To: _____

Rank: _____ Period Served From: _____ To: _____

Prior Branch Served: _____ (Enter as Year Only)

Final Rank: _____ Period Served From: _____ To: _____

Rank: _____ Period Served From: _____ To: _____

Rank: _____ Period Served From: _____ To: _____

Can the veteran provide proof of general or honorable discharge? _____

Type of Disability (if Applicable) _____

Is the disability a result of action while in service? _____

How long have the repairs been needed on the home? _____

What has prevented the family from making the repairs? _____

SECTION 4 - Household Income and Mortgage Information

The *total, combined income before taxes* for ALL persons in the household is: \$ _____ per **year**

You must attach verification of all HOUSEHOLD income and a copy of the driver's license or state ID card for each person on the title of the home (even if they do not live there) and adult resident 18 and older, unless a full time student (provide proof of registration) and benefits for children. We accept copies of the most recent income tax return, monthly social security statements, other retirement income statements, three months of employment check stubs and please note on attached statements if it represents annual, monthly, twice-monthly, bi-weekly or weekly income.

Are you still making loan payments on your home? Yes No

If yes, what is your monthly payment? \$ _____/month How much are your property taxes? \$ _____

Are you over three months behind on your mortgage payments? Yes No

Do you currently have homeowner's insurance? Yes No (Proof will be required)

SECTION 5 – Application History

Have you applied in the past? Yes No What year(s)? _____

SECTION 6 – Personal Statement

Please write a *brief* explanation of why you feel you should be selected and how it will help you.

Do you have a city citation? Yes No When is the due date? _____

Please attach a copy of your citation letter along with your application.

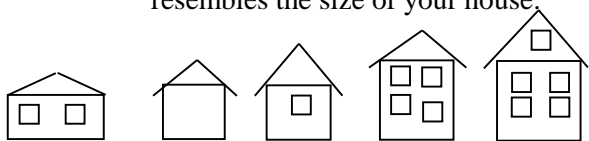
Do you have a homeowner’s insurance notification? Yes No When is the due date? _____

Please attach a copy of your notification along with your application.

SECTION 7 – House Information / Exterior

HOUSE INFORMATION

Place a large “X” over the house (below), which most resembles the size of your house.



Mobile Home 1 Story 1.5 Story 2 Story 2.5 Story

Year Purchased: _____ Year Built: _____

Last Painted: _____ Square Feet: _____

House Exterior

Siding Trim

- wood wood
- brick vinyl
- shakes metal
- stucco
- painted stucco
- asbestos/slate
- aluminum
- vinyl

Garage Exterior

Siding Trim

- wood wood
- brick vinyl
- shakes metal
- stucco
- painted stucco
- asbestos/slate
- aluminum
- vinyl

Parts of house and garage that need painting:

- House siding
- House trim (around doors, windows, overhangs, etc.)
- Garage siding
- Garage trim (around doors, windows, overhangs, etc.)
- Other _____
- Other _____
- Other _____

Repairs needed on exterior: (Must include photos or email photos to office@wildrivershabitat.org)

SECTION 8 - Requested Repairs

Briefly describe the type of work you would like done on your home. Attach a separate piece of paper if there is not enough space to list all repairs. Remember that the items listed below will be considered for repair, but the final decision on what work can be done with our time and financial resources will be made at the discretion of Wild Rivers Habitat for Humanity. The work done by Wild Rivers Habitat for Humanity will focus on health, safety and independence. **Our volunteers are not professionals and may not be able to make all repairs. (*Please remember photos are required)**

Please print

| Area of Repair | Description |
|---|-------------|
| Accessibility Modifications. Examples: wheelchair ramp, bathroom grab bars, handrails, etc. | |
| Painting. List all exterior painting requirements. | |
| Carpentry Repairs. Describe problems with doors, porches, steps, etc. Indicate places house that need repair. | |
| Doors and Windows. Describe repairs required, including locks, glass, frames, weather-stripping, etc. | |
| General Cleaning. Indicate if there is cleaning and/or trash removal required. Identify if yard work is necessary. (Please note, we DO NOT provide regular lawn care, snow removal or house cleaning) | |
| Roofing Repairs. Identify where roof leaks. How many years has it been since the roof was replaced? <i>(It is rare that we can find a contractor to donate labor for a roof.)</i> | |
| Other. Identify other repairs requested but not listed above. | |

SECTION 9 – Sharing Your Personal Information – Your answers do not affect your acceptance into the program

If your application is a more appropriate fit with other, similar programs may we share it with them? Yes No

SIGNATURE OF HOMEOWNER

DATE

*Unless you give us permission to share your information with other organizations, your application will be kept confidential. If you check yes, you give Wild Rivers Habitat for Humanity your consent to share the information you provide on this application with similar organizations if Wild Rivers Habitat for Humanity is not able to assist you. **Please sign above to confirm your decision.***

SECTION 10 – Media and Publicity – Your answers do not affect your acceptance into the program

Where did you learn about **Home Preservation**?

- TV Radio Newspaper Flyer Friend/Family Neighbor Social Worker Hospital/Rehab Website
OTHER:_____ please describe

If Wild Rivers Habitat for Humanity selects your house to be repaired, pictures of you and your home may be taken. Are you willing to be interviewed by media reporters? May we bring elected officials to your home?

- YES Interviews are okay YES Visits by elected officials are okay
 NO I do not want interviews NO I do not want visits by elected officials

SECTION 11 – Homeowner’s Checklist

- Did you complete all 11 sections of this application?
 Did you sign the application? (SECTION 8 and SECTION 11)
 Did you enclose a copy of the deed on your home or other proof of ownership, such as a property tax receipt? All documents submitted must show the name and address of the applicant.
 Did you include a statement verifying income? This statement can be a copy of one or more of the following: tax return, social security receipts, retirement pay receipts, three months of employment check stubs or other documentation of household income. ***All persons listed on the title of the home (even if they do not live in the home) and all adults, over the age of 18, must submit an income document (or prove current student status) showing name and address.***
 Did you include a copy of the driver’s license or state ID card for each person on the title of the home (even if he or she does not live in the home) and each adult resident 18 or older in the home?

SECTION 12 – Declarations

Please Circle That Which Best Answers the Following Questions For You and the Co-Applicant

| | Applicant | | Co-Applicant | |
|--|-----------|----|--------------|----|
| A. Do you have any debt because of a court decision against you? | Yes | No | Yes | No |
| B. Have you been declared bankrupt within the past 7 years? | Yes | No | Yes | No |
| Date of discharge: _____ | | | | |
| C. Have you had property foreclosed on in the last 7 years? | Yes | No | Yes | No |
| Date of foreclosure: _____ | | | | |
| D. Are you currently involved in a lawsuit? | Yes | No | Yes | No |
| E. Are you obligated to pay child support of separate maintenance? | Yes | No | Yes | No |
| F. Are you a U.S. citizen or permanent resident? | Yes | No | Yes | No |
| G. Can you access Form DD214 or other proof of general or honorable discharge? | Yes | No | Yes | No |

Answering “yes” to these questions does not automatically disqualify you. If you answered “yes” to any question a through e, however, please explain on a separate sheet of paper.

SECTION 13 – Homeowner’s Agreement

I certify that the information on this application is accurate and I own the property at the address given on this application. I/we certify that verification may be obtained from any source named in this application. I/we understand that this application can be rejected at any time if information provided is incorrect or untrue. I/we have no present intention to move or offer my/our home for sale for at least three years. I/we authorize Wild Rivers Habitat for Humanity (WRHFH) to examine my/our income, residency, and any other requirements throughout the application process. I/we confirm that any physically able persons residing in my home or visiting for the project day(s) will work alongside the WRHFH volunteers. I/we confirm that, except for the conditions listed above, my/our home is a safe place for volunteers. Additionally, I/we certify that no members of our household are currently or will be involved in the future in any type of illegal activity and I/we authorize WRHFH to investigate my/our criminal history. As an applicant I/we acknowledge WRHFH has obtained non-public and public information for the application to be processed. I/we understand that WRHFH will keep this information in a secure place and it will not be shared with any unauthorized parties. To the extent permitted by law and without affecting the coverage provided by the required homeowners insurance, I agree to sign the release and waiver of liability.

SIGNATURE OF HOMEOWNER

DATE

Complete the following if you are not the homeowner, but are assisting the homeowner to complete this application.

Your name/title:

Relationship to Homeowner:

Your email:

Your daytime phone number:

Is the homeowner aware of this application?

Yes No



Home Preservation Income Documentation Checklist

You MUST have homeowners insurance to partner with Wild Rivers Habitat for Humanity.

****OBTAIN ALL COPIES OF THE INCOME DOCUMENTS THAT ARE DESCRIBED IN THIS CHECKLIST THAT APPLY TO THE CURRENT SITUATION OF EACH ADULT MEMBER OF THE HOUSEHOLD.**

****PLEASE INCLUDE A \$19.00 (One Applicant) or \$30.00 (Two Applicants) CHECK FOR THE CREDIT REPORT. THE APPLICATION CAN NOT BE PROCESSED WITHOUT IT.**

**** You must be willing to partner with Wild Rivers Habitat for Humanity. An approved applicant must complete sweat equity hours (on the family's home and other projects) and these hours must be completed between selection and project completion.**

****You must include photos or email photos (office@wildrivershabitat.org- please indicate you have mailed an application as well) of repairs needed.**

Employment Income and Other Income:

- 2 years most recent tax returns (1st 2 pages of form 1040 only)
- *Employment Income*: at least 3 consecutive months of most recent pay stubs and a letter from each employer verifying the following: 1. Date hired, 2. Number of regular hours worked a week, and 3. The wage per hour
- *Other Income*: any other income statements (SSI, SSDI, RSDI, Disability, VA Benefits, unemployment, alimony, child support). To request a proof of income for SSI, SSDI, RSDI please call 1-800-772-1213 or go to www.SocialSecurity.gov to obtain documentation. (Medical assistance, food stamps, and child care assistance are not considered for income qualifications and will not be needed to document)
- *Rental Income*: a signed agreement between the landlord and the tenant including rental dates and price

Self-Employment Income:

- 2 years most recent tax returns including all schedules
- Most recent 6 months' worth of income and expenses for your business

Unofficial Transcript:

- If a member of the household is age 18 or older and is enrolled in school full-time while receiving income, provide a copy of an unofficial school transcript.

Challenges: Some houses have issues beyond repair and must be rejected during the application process. The affiliate relies heavily on volunteers to complete projects.

The following may make an applicant ineligible for the Home Preservation Program:

- Overly high debt to income ratio
- Home in need of repairs not covered by Wild Rivers Habitat
- Gross household income too high or too low
- Poor credit history

Repayment Plan: Homeowners are charged for the value of materials (both purchased and donated) and sub-contracted work, plus an administrative fee.

Wild Rivers Habitat for Humanity does not discriminate on the basis of race, sex, color, age, handicap, religion, marital status, sexual orientation or because all or part of the applicant's income is derived from public assistance.