



SERVICE APPLICATION

200 Myrtle Street
New Britain, CT 06053
Phone: 860.832.4389
Fax: 860.832.8304

About Us

Rebuilding Together New Britain is a registered nonprofit organization that assists low-income New Britain homeowners in need, specifically the elderly, disabled, and families with children, with critical home maintenance and repairs that they are unable to manage on their own due to physical and/or financial limitations. RTNB's goal is to ensure that these homeowners are able to continue to live in comfort, warmth and safety in their own homes.

Our Programs

We provide our services year-round through programs that primarily utilize volunteers, to address the repairs and maintenance needs of our clients. We assist as many eligible applicants as our resources will allow. Many repair requests can be addressed; however, Rebuilding Together New Britain does not offer major structural repair or renovation work.

Basic Criteria

To be considered for our programs, homeowners must meet the following criteria:

- ✓ You must be the legal property owner and the home must be located in New Britain
- ✓ You must currently live in the home and plan to remain living in the home for at least the next 3 years
- ✓ You must be considered low-income by HUD standards and reasonably unable to complete the work on your own

Required Documents: Please attach complete copies of EACH of the following verification documents to your application.

- ✓ Income Verification—Acceptable verification includes your most recent tax return and copies of benefits or other income statements (i.e.: Social Security, pay stubs, unemployment, pension, etc.) Please include all income for every household resident.
- ✓ Asset Verification—Acceptable verification includes most recent full monthly statements for all checking and savings accounts, annuity amounts, and proof of other real estate, if applicable.
- ✓ (i.e.: full bank statements, annuity documents, deeds, etc.)

*There is no fee required to apply to receive assistance from Rebuilding Together. Rebuilding Together has not authorized any other person or entity to act as its agent for purposes of this application and any fees or costs associated with this application paid by the applicant to any person or entity are not fees or costs charged by Rebuilding Together.

Please mail your completed application and materials to:

Rebuilding Together New Britain, 200 Myrtle Street, New Britain, CT 06053

Application Submission and Processing

- ❖ Once your application is received, we will review it to ensure you meet our basic criteria for service.
- ❖ We will contact you if we have any questions or require additional documentation.
- ❖ Please note incomplete applications, including missing supporting documentation will delay processing.



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HOMEOWNER(S) INFORMATION
 (IF THERE ARE MORE THAN 2 HOMEOWNERS, PLEASE LIST IN HOUSEHOLD MEMBER SECTION BELOW)

MISSION:
*Repairing homes,
 revitalizing communities,
 rebuilding lives*

Primary Homeowner		Secondary Homeowner	
Phone Number		Phone Number	
Email Address		Email Address	
Date of Birth		Date of Birth	
Primary Language		Primary Language	
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other	

Alternate Contact Name/Relationship/Phone:

ALL HOUSEHOLD MEMBERS	<i>Please list everyone who lives in the house, including children, temporary residents, renters and any additional homeowners</i>	RACE/ETHNICITY INFORMATION
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Name	Relationship to Primary Homeowner	Date of Birth	White	Black/African American	Asian	American Indian	Other	Hispanic	Non-Hispanic

PROPERTY INFORMATION

Street Address		Year Built	
City, Zip		Year Purchased	
Type of House	<input type="checkbox"/> Single-Fam <input type="checkbox"/> Multi-Fam <input type="checkbox"/> Condo <input type="checkbox"/> Other	Number of Units	
Any existing liens on this property	<input type="checkbox"/> YES <input type="checkbox"/> NO	Are your property taxes current?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you have a mortgage?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Is your home insured?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Mortgage amount	\$	Do you receive any utility assistance?	<input type="checkbox"/> YES <input type="checkbox"/> NO

What type of heating system does the home have? OIL GAS ELECTRIC OTHER:

Do you own any additional property? YES NO If yes, please explain:



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HOUSEHOLD INCOME INFORMATION <i>(Please list information for all household members)</i>						<i>We require copies of all income and assets backup, for example: tax returns, benefit letters, monthly bank statements</i>					
Household Member First Name <i>(Please place a check mark <input checked="" type="checkbox"/> under each item the household member is receiving)</i>	Monthly Wages/Salary	Social Security	SSI/Other Disability	Child Support	Alimony	Rental Income	Unemployment	Energy Assist	Snap/EBT	Cash Assist	Total Monthly Income
											\$
											\$
											\$
											\$
											\$
Please list the number of accounts you own				Checking	Savings	CD's	Stocks/Bonds	IRA's	Other	Total Value	
Primary Homeowner										\$	
Secondary Homeowner										\$	
HOMEOWNER BACKGROUND AND HISTORY											
Has anyone in the home served in the military? <input type="checkbox"/> YES <input type="checkbox"/> NO						Dates of Service and Branch:					
Is anyone in the home disabled? <input type="checkbox"/> YES <input type="checkbox"/> NO						Which household member(s)?					
Please describe any disabilities or limitations:											
Do you intend to live in your home the next 3 years? <input type="checkbox"/> YES <input type="checkbox"/> NO						If not, please explain:					
Have you ever applied to Rebuilding Together New Britain or <i>Christmas in April</i> (our former name)?						<input type="checkbox"/> YES <input type="checkbox"/> NO					
REPAIRS AND ASSISTANCE NEEDED						<i>Many non-structural repairs can be considered based on available resources.</i>					
Please provide a brief description of the work needed, including:											
<ul style="list-style-type: none"> Interior and exterior repairs Plumbing and electrical issues Security improvements Painting 						<ul style="list-style-type: none"> Accessibility alterations including handrails and grab bars Yardwork Clutter removal 					
PLEASE USE THIS SPACE FOR ADDITIONAL INFORMATION (Homeowners, family members, assets, etc.)											



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HOMEOWNER RELEASE AND AGREEMENT

Directions: Please **read and initial every line** next to all statements below. Your signature and date are required on the last page, to complete your application.

Please call our office if you have any questions about the program or this form.

Note: This legal document is used for all RTNB programs, but some clauses may not apply to the assistance for which you are applying.

- _____ I understand that Rebuilding Together New Britain (RTNB) programs are a free service to homeowners in need and I certify that I do not have the financial means to pay for the repairs for which I am applying.
- _____ I understand that acceptance into RTNB programs is not guaranteed and subject to available funding and volunteers. Additionally, RTNB cannot guarantee that all the requested work will be done.
- _____ I understand that I may be asked to provide additional documentation. I authorize RTNB to verify any information, including conducting a personal or criminal background check, for any applicant or other adult living in the home.
- _____ I understand that RTNB retains the right to decline my application or end the project at any point during the program process. I understand that my application may be terminated due to misrepresentation of facts at any point in the process, detection or suspicion of illegal activities at my residence, or failure to meet the requirements of the program at the time of application.
- _____ I understand that any able-bodied member of my household age 12 and up will be expected to assist volunteers to the best of their ability during the project workday. Children under the age of 12 must be cared for off-site while the volunteer team is working.
- _____ I certify that any alcohol, drugs, and firearms or weapons are securely put away and will remain so during any visits or work performed by RTNB representatives or volunteers.
- _____ I understand that the goal of RTNB is to provide quality work that is completed within a reasonable amount of time; however, services rendered are not guaranteed or warranted. In addition, I understand that RTNB is only responsible to complete the repair intended, and is not required to address any unforeseen issues, unless damage is caused by blatant negligence of a RTNB representative.
- _____ I understand that it is my responsibility to secure any valuable or breakable items in my home, prior to volunteers visiting my home to perform repairs. If I choose not to secure my belongings, I cannot hold RTNB responsible for any loss.
- _____ I give permission for trusted RTNB representatives to inspect my home for purposes of selection and/or repair, and to look at all rooms/spaces in my home. If my home is selected, I also give permission to trusted RTNB volunteers to complete the work at my home. Additionally, I understand that I, or my personally appointed representative, am required to stay on the premises while volunteers are working at my home.



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_____ I acknowledge that I have voluntarily applied to the Rebuilding Together New Britain, Inc.'s ("RTNB") program in which primarily volunteers rehabilitate the homes of disadvantaged New Britain homeowners. I understand that, if selected, I will not pay for any services provided. I also understand that I will not be covered by any health, medical, disability or liability insurance coverage provided by the Rebuilding Together network.

_____ In consideration of the opportunity afforded me, I hereby agree that I, my assignees, heirs, guardians, and legal or temporarily assigned representatives, will not make a claim against RTNB, or any of its affiliated organizations, or either of their officers or directors collectively or individually, or the supplier of any materials or equipment that is used by the Program, or any of the volunteer workers, for the injury or death to me or damage to my property, however caused, arising from my participation in the Program. Without limiting the generality of the foregoing, I hereby waive, release and forever discharge any rights, actions, or causes of action resulting personal injury or death to me, or damage to my property, sustained in connection with my relationship with Rebuilding Together New Britain.

_____ I attest that I intend to remain in my home for the next three years, providing I remain able to live independently. I realize that if I choose to change my address within one year from the date of service, I may be liable to reimburse RTNB for the market value of services and materials rendered.

_____ I understand that RTNB relies on publicity (social media, print, television, etc.) to promote our organization. To help facilitate this, I consent to unrestricted use by RTNB and authorized persons of any photographs, interviews, audio, or video recordings of my home and household in connection with the project if my home is selected. I grant RTNB all rights, title, and interest in any and all said interviews, photographs and recordings, including publication, royalties, or other benefits derived from such recordings.

_____ I consent to reporters and/or photographers coming to my property during the time that RTNB volunteers are working on my home to take photographs and/or interview volunteers and/or members of my household.

*Other options of this clause are available upon homeowner request.

My signature below indicates that all information provided in this entire application is accurate and complete, to the best of my knowledge. **I understand that if there is a change in my noted residence, my intention to reside at my residence, the ownership of my home, an increase in the number of my household members and/or in household income reported in this application, prior to receiving services, I must notify the RTNB office immediately: failure to notify may result in an obligation to reimburse RTNB for services rendered, at the RTNB estimated value.** I have read the application instructions and understand the application process. I understand all clauses in the disclosure above.

Applicant's/Homeowner's Signature

Date

Co-Applicant's/Homeowner's Signature if applicable

Date

Notes: