

Application

Thank you for contacting to Project Houseworks and considering us for repairs to your home. Enclosed is an application and brochure explaining the work we do. Please complete the application fully and return it with all the required documents listed.

We have a very long wait list at this time. We are doing our best to serve everyone in a timely manner. If you have a repair that needs immediate attention (i.e. a hot water heater, furnace not working or leaking roof), please let us know and we will do our best to assist you

If you have any questions regarding your application, please feel free to call our office and we can help you over the phone or through written communication.

Thank you for your understanding and patience during this time.

Sincerely,

Project Houseworks Staff 2316 S 24th Street Omaha NE 68108 402-965-9201 sara@projecthouseworks.org

Office Use Only
Received:
Qualified:
Brush Up:



INSTRUCTION PAGE / CHECK LIST

**ALL documents must be sent with your application.

If we do not receive ALL necessary documents with your application, the review and approval of your application will be delayed significantly.

Please send all that apply to your household. ** APPLICATION filled out completely AND signed on last page. FULL BANK STATEMENTS (2 consecutive months) for ALL accounts (checking, savings, CD, etc.) for ALL adults age 18+ in the home. INCOME DOCUMENTATION for ALL adults age 18+ in the home. Send all documents that apply to your household: Social security income: Explanation of Benefit Letter for current year. Wages: Two consecutive months' pay stubs (most current). Pension/Annuity/Retirement income: Current Statement showing balance and payment schedule. ANY other source of income: a statement verifying the amount of income. FINANCIAL DOCUMENTATION for the applicant/applicant's spouse. For stocks, bonds, retirement accounts (IRA, 401K, etc.) or any other assets with cash value, send a statement dated within the past two months showing the current value **MORTGAGE / REVERSE MORTGAGE -- if applicable send most current statement **LIST** the repairs or modifications that are most concerning at this time: I am interested in volunteers painting the exterior of my home (whole home, trim or both) during the Brush Up Event in August.

Other documentation may be requested for clarification at a later date.

Revised date: 01/10/2021 Page 1 of 4

Instructions for the Race and Ethnic Data Reporting (Form HUD-27061-H)

A. General Instructions:

This form is to be completed by the head of household for those wishing to be served (applicants) and those that are currently served (tenants/owner-occupants) in housing assisted by the Department of Housing and Urban Development.

If the assisted property is a rental unit, the owner or agent is required to offer the applicant/tenant the option to complete the form. The form is to be completed at initial application or at lease signing. In-place tenants must also be offered the opportunity to complete the form as part of the next interim or annual recertification. Once the form is completed, it need not be completed again unless the head of household changes. There is no penalty for persons who do not complete the form. However, the owner or agent may place a note in the tenant file stating the applicant/tenant refused to complete the form. Completed documents should be placed in the household's file.

The Office of Housing has been given permission to use this form for gathering race and ethnic data in assisted housing programs.

- 1. The two ethnic categories you should from are defined below. You should check one of the two categories.
 - A. **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race. The term of "Spanish origin" can be used in addition to "Hispanic" or "Latino".
 - B. **Not Hispanic or Latino.** A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- 2. The five racial categories to choose from are defined below: You should check as many as apply to you.
 - A. American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
 - B. Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
 - C. Black or African American. A person having origins in any of the black racial groups of Africa. Terms such as "Hatian" or "Negro" can be used in addition to "Black" or "African American".
 - D. Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
 - E. White. A person having origins in any of the original peoples of Europe, the Middle East or North Africa.



HOUSEHOLD INFORMATION Applicant Name: First_____Middle____Last____ Spouse Name: First______Middle_____Last____ City:_____ State ____ Zip Code:____ Phone (HOME):______Phone (CELL):_____ EMAIL: What is the best way to reach you? Home phone Cell phone Email Date of Birth: (mm/day/year)_____AGE:___ Gender: Male Female Marital Status: Please Circle Married Unmarried Separated Divorced Widowed **Alternate Contact** (Friend or Relative living in the area that we can contact if needed) The information is important and used for statistical reporting only. It is not used for qualifying purposes. Are you a Veteran? Yes No Branch: Years Served_ Spouse of a Veteran? Yes No Branch: _____Years Served____ **Physical Disability:** Do you or your spouse have (or are being treated for) a medical condition that may be limiting your mobility? (Please List) **Ethnic Categories** Select One: Hispanic or Latino Not Hispanic or Latino Select an Ethnic Category AND a Select **Racial Categories** Racial Category. all that apply American Indian or Alaska Native Please see instructions if needed. Asian Black or African American Native Hawaiian or Other Pacific Islander White Other

INCOME AND ASSETS

APPLICANT INCOME AND ASSETS

**List all income and assets for the Applicant. **Provide all supporting documents.

Applicant Income	Monthly Gross Amount
Social Security	\$
Pension/Annuities	\$
Salary/Wages	\$
Other Income	\$
TOTAL MONTHLY INCOME	\$

What is the name of your neighborhood?

Name

Relation

Applicant Assets	Current Value
401K / IRA	\$
Stocks or Bonds	\$
Savings	\$
Other	\$
TOTAL CURRENT VALUE	\$

Monthly Amount

HOUSEHOLD OCCUPANTS OTHER THAN APPLICANT

List all others living in the home.

**If 18 or older include income and supporting documents.

** If more space is needed please contact our office for a second form.

Type of Income

Birthdate

	PLEAS	E CIRCLE ANS	WERS BI	ELOW:	
Is the house titled					
Are there others li	-		nertv?	Yes No	
	ames of those on	• •	•		
Are there any lega					s No
, ,					3 110
Do you have a Mo	tgage / Reverse	Mortgage?	Yes No	0	
If yes—send	current monthly s	tatement			
Do you reside in th	ne home? Ye	s No			
Do you plan to sta	y in your home?	Yes No			
Is the home a mob	ile or pre-manuf	actured home?	Yes N	10	
The house is a:	One Story (One and one-half	f story	Two Story	Three Story
Do you own prope	rty (land or hom	es) other than tl	ne home	you live in?	Yes No
Do you have home	owners insuran	ce? Yes No)		
What is the name	of the insurance	company:			· · · · · · · · · · · · · · · · · · ·
How many years h	ave you owned t	the home?			
How many bedroo	ms are in the ho	me?			

NONDISCRIMINATORY POLICY

Project Houseworks does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

PHOTOGRAPHIC AUTHORIZATION AND RELEASE STATEMENT

I do hereby grant and convey unto Project Houseworks all right, title, and interest in any and all photographic images and video or audio recordings made by Project Houseworks. I am willing to have my picture taken and/ or my voice recorded and grant Project Houseworks permission to use my picture, my voice and physical surroundings without restriction for the purposes of this project, be it print, projection, internet web site, video or any future media market.

I expressly release Project Houseworks or representatives or any institution transmitting, or exhibiting my picture or voice from any claims arising from such use or distribution.

I agree to be fully responsible for my own participation and hold Project Houseworks or representatives harmless from any liability or loss of expense arising from the use of my picture or voice. I also consent to the use of my name, my voice and/or picture, and other material about me for promotional, publicity, or organizational purposes.

AUTHORIZATION TO RELEASE STATEMENT

The undersigned applicant(s) ("Applicant") declares that he/she has read and understands Project Houseworks' Homeowner Application ("Application") and that the information that he/she has provided in the Application is true and correct to the best of his/her knowledge. The Applicant acknowledges and agrees that any information provided in the Application that is false, inaccurate, or misleading will void the Application entirely and disqualify the Applicant from Project Houseworks' Application selection process. Further, the Applicant agrees and authorizes Project Houseworks, as well as its agents, employees, and representatives, to (a) distribute, share, and use any and all information that the Applicant provides in this Application to verify and/or confirm the truth of such information, (b) to assist and/or enable Project Houseworks to evaluate whether to approve or select the Applicant's Application and (c) to distribute and share any and all information that the Applicant provides with other community service organizations whose service may benefit the homeowner. The original or a copy of this application may be retained even if the application is not approved.

I understand that by filing this application, I am authorizing Project Houseworks to evaluate my actual need for the repair program.

I understand that the evaluation will include an interior and exterior home assessment, and may include employment verification and title search.

Χ		x		
Applicant Signature	Date	Spouse Signature	Date	
Printed Applicant Name		Printed Spouse Name	 	

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