

# NORTHERN UTAH NEIGHBORHOOD IMPROVEMENT PROGRAM (NUNIP) GRANT APPLICATION

Sponsored by Brigham City & Neighborhood Nonprofit Housing Corporation

Please return **completed application** to:

Neighborhood Nonprofit Housing Corp.  
195 Golf Course Road, Suite 1  
Logan, Utah 84321  
**OR email to [sstout@nnhc.org](mailto:ssout@nnhc.org)**

## PLEASE WRITE LEGIBLY

Home Owner's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Co-Home Owner's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Owner's Best Contact #: \_\_\_\_\_ Email: \_\_\_\_\_

Co-Home Owner's Best Contact #: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred method(s) of contact: text \_\_\_\_\_ email \_\_\_\_\_ phone \_\_\_\_\_

How did you hear about this program?

Internet/Poster/Utility Bill/Family Friend/Program Participant

Other: \_\_\_\_\_

Number living in the home: \_\_\_\_\_

### List children's and/or additional family member's names and birthdates:

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Any Family Member with a Disability: **Yes / No**

If yes, what is the disability? \_\_\_\_\_

What is the total gross (pre-tax) annual income for **any adults** (18 or older) **living in your home?** \_\_\_\_\_

Applicant's hire date at current employment? \_\_\_\_\_

Applicant's position at current employment? \_\_\_\_\_

Co-Applicant's hire date at current employment (if applicable)? \_\_\_\_\_

Co-Applicant's position at current employment (if applicable)? \_\_\_\_\_

How many square feet is your home? \_\_\_\_\_

How many bedrooms does your home have? \_\_\_\_\_

What year was your home built? \_\_\_\_\_

To **qualify** for this Rehabilitation Program, total household income cannot exceed the HUD income limits, as shown below, based on household size:

<u>Household Size</u>	<u>Annual Income</u>
1	\$53,700
2	\$61,350
3	\$69,000
4	\$76,650
5	\$82,800
6	\$88,950
7	\$95,050

**Household income:** The gross amount (before any taxes and deductions) of wages and salaries, overtime pay, commissions, tips, bonuses and **any** other sources of income for **all adults living in the home (whether part or full-time and regardless of relationship status; renters must be included)**, as well as the gross amount of all unearned income (example SSI) from **any individual** living in the home.

Do you own an existing detached single-family home within Brigham City limits? **Yes / No**  
*The home **cannot** be a mobile or modular home, condominium, twin home or town home.*

### Homeownership Workshop

Each qualified applicant will be required to take part in a Post Purchasing Counseling workshop either in person or online where such topics as: financial debt management, foreclosure prevention and homeowner responsibilities will be discussed.

**PLEASE ATTACH COPIES OF THE FOLLOWING DOCUMENTS. DO NOT ATTACH ORIGINAL DOCUMENTS AND FAILURE TO INCLUDE THESE DOCUMENTS MAY RESULT IN DISQUALIFICATION FROM THE PROGRAM.**

- A copy of your **last 3 most recent** pay stubs showing year-to-date income for **any adults** (18 or older) **living in your home**.
- Social Security and/or SSI award letter(s) for **any individual(s) living in the home (including children)**, if applicable.
- A copy of Federal Tax Returns for the past two years for **any adults** (18 or older) living in your home (**first two pages only**).
- Copies of latest W-2 (or 1099) forms for **any adults** (18 or older) living in your home.
- Copies of statements for any pensions, annuities, dividends, or other income.
- One of the following documents to show ownership of your home:
  - A copy of your deed showing title to your home.
  - A copy of your statement from your mortgage company.
  - A copy of your latest tax notice from Box Elder County.

# REQUESTED IMPROVEMENTS FORM

Total improvement costs can vary depending on which individual home projects for each home are deemed more critical and needed. The **maximum** funding for each home will be approximately **\$17,000**.

In addition to the improvements listed below, you will be required to resolve any Brigham City's code/public nuisance violations, including removal of weeds, unlicensed vehicles, fire hazards and clear view obstructions. A Brigham City Inspector will do an on-site inspection to determine if there are any violations that must be dealt with.

Please check only the improvements you believe are necessary on your home and **rate your top three needs in order of preference**. Neighborhood Nonprofit's Program Manager will use the information to prepare a visit, a scope of work and a cost estimate.

**RANK**

## ELECTRICAL SERVICE

- Replacement of electrical service that does not meet International Building Code requirements

\_\_\_\_\_

## ROOFING REPAIRS

- Replacement of cracked, peeling, curled or lost shingles
- Replacement of worn or aging soffit and/or fascia
- Repairs to a leaking roof

\_\_\_\_\_

## EXTERIOR WALLS

- Repairs and painting of exterior wood siding and trim
- Installation and/or replacement of substandard siding

\_\_\_\_\_

## EXTERIOR WINDOWS & DOORS

- Repairs/replacement of broken windows
- Replacement of windows that do not meet the Model Energy Code
- Replacement of substandard exterior doors

\_\_\_\_\_

## CONCRETE/WOOD WORK

- Replacement of broken concrete walkways, driveways, and front porches
- Installation of ramp for wheelchair accessibility

\_\_\_\_\_

## OTHER EXTERIOR/INTERIOR REPAIRS

\_\_\_\_\_

- Explain \_\_\_\_\_

# LETTER OF AUTHORIZATION

The homeowner(s) certifies that all information given to Brigham City and Neighborhood Nonprofit Housing Corporation in order to qualify for Northern Utah's Neighborhood Improvement Program is true and complete to the best of the homeowner(s) knowledge and belief.

Sources and amounts of income, homeownership status, and loan documents may be verified by Brigham City and Neighborhood Nonprofit Housing Corporation. The homeowner(s) will at all time(s) hold Brigham City and Neighborhood Nonprofit Housing Corporation harmless.

Brigham City and Neighborhood Nonprofit Housing Corporation will not, in the provision of services, or in any other manner discriminate against any person on the basis of race, color creed, religion, sex, national origin, age, familial status, disability or any other protected classes. In accordance with funding requirements from Federal Home Loan Bank of Des Moines; seniors (individuals over the age of 62), or persons with disabilities may be given preference in receiving grant awards.

**The information provided is true and complete to the best of my/our knowledge and belief. Please initial each item and sign below to indicate that you understand and accept the requirements of this application and grant.**

- I/We understand that Neighborhood Nonprofit Housing Corporation pays for the repairs initially, and, until the costs are reimbursed by Federal Home Loan Bank and Brigham City, this will be considered a no-payment, interest-free loan from Neighborhood Nonprofit Housing Corporation.*

*If, at any time during the process, I/we am/are found ineligible for any reason, I/we will be responsible for reimbursing Neighborhood Nonprofit Housing Corporation for any repairs initiated or completed at that point.*

\_\_\_\_\_  
Initial

- I/We consent to the disclosure of such information to Federal Home Loan Bank, Brigham City, or other funding/regulatory agencies, as necessary, for the purposes of verification related to my/our application for the Northern Utah's Neighborhood Improvement Program Grant.*

\_\_\_\_\_  
Initial

- I/We understand that any misstatement of material fact, whether intentional or not, will be grounds for disqualification.*

\_\_\_\_\_  
Initial

\_\_\_\_\_  
Home Owner Signature                      Date

\_\_\_\_\_  
Home Owner Signature                      Date

# NORTHERN UTAH NEIGHBORHOOD IMPROVEMENT PROGRAM

## PARTICIPANT CHECKLIST

(Do not turn in; keep this checklist for your information)

- The home must be within Brigham City limits and be an existing single-family home.
- Your annual (pre-tax) combined income for **any adults** (18 or older) **living in your home** cannot exceed the HUD income limits.
- Submit your completed application with **all** documentation to:  
**Neighborhood Nonprofit Housing Corporation**  
**ATTN: Suzanne**  
**195 Golf Course Rd, Suite 1**  
**Logan, Utah 84321**  
  
**OR email to [sstout@nnhc.org](mailto:sstout@nnhc.org)**
- The process of selecting qualified homeowners will be determined on how they rank based on the scoring criteria system once all applications have been turned in. Points will be awarded based on; income level and family size with additional points awarded based on whether there is a family member with a disability, a single parent head of household or a senior citizen.
- A site visit will be performed by a Brigham City Inspector to check for code and public nuisance violations. Neighborhood Nonprofit's Program Manager will prepare a scope of work detailing the work to be completed and the estimated cost.
- Each qualified homeowner will need to complete Post-Purchase Homeownership Workshop which will be arranged by a Neighborhood Nonprofit Housing Corporation representative. This workshop will need to be taken before any home improvement work can be started.
- If you have any questions, please call:  
**Suzanne Stout**  
**Neighborhood Nonprofit Housing Corporation**  
**[sstout@nnhc.org](mailto:sstout@nnhc.org)**  
**435-799-8116**