

Enos Park TIF District Exterior Rehabilitation Program

The City of Springfield's Exterior Rehabilitation Program is a matching grant program that provides up to \$15,000 of assistance to property owners of **residential owner-occupied properties** for permanent improvements **within the Enos Park TIF District**.

The City has designated a portion of these TIF funds to be used for these programs to achieve the following goals:

- Provide financial assistance to homeowners who wish to enhance their investment in the neighborhood;
- Provide financial assistance to homeowners to assist in correcting exterior housing and building code violations;
- Improve the quality of life for homeowners and residents in the areas by assisting them with repairs or property improvements;
- Preserve and enhance the quality of the neighborhood;
- Increase the equalized assessed valuation of properties within the Enos Park TIF District boundary;
- Catalyze further investment within the Enos Park area.

N. Grand Ave. East Enos Park TIF District Carpenter St.

AVAILABLE ASSISTANCE

The Rehabilitation Program will provide up to \$15,000 in assistance to Homeowners for qualifying residential

improvements. The program is a 50/50 matching grant program. This means the homeowner must remit 100% of their cost (50% of the total project cost) which will be held in an escrow account with the City of Springfield. The City of Springfield will pay the remaining 50% upon an approved final inspection.

Applications will be received by City staff and will be reviewed and approved on a first come, first served basis, as funds are available. **The application must be received and the homeowner must sign contract before beginning the project.** An assistance agreement and five-year recapture agreement will be executed between the homeowner and the City.

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PROJECT EXAMPLE: AFTER

ELIGIBLE IMPROVEMENTS

Eligible exterior improvements include repair and/or replacement of the following:

- Exterior painting or siding
- Tuck-pointing, masonry
- Roofs
- Porches and exterior stairs
- Accessibility ramps (ADA ramps)
- Cost of repairs to address housing and building code violations (example: exterior weatherhead)

OTHER REQUIREMENTS

- Property taxes must be current.
- No City liens or other City debt may exist on the property.
- Property must have active homeowner's insurance coverage.
- Repairs that would be made under a homeowner's insurance policy will not be covered.
- Property owner must qualify under HUD income guidelines. This means homeowners who earn 80% less of the median family income as established under HUD guidelines.

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FREQUENTLY ASKED QUESTIONS

Do I have to own the home? What about contract for deed?

The applicant must own and occupy the home. This program is only available to single-family homeowners.

I own a rental house in the neighborhood that needs work. Can I apply?

No, the program is only open to owner-occupied single family homeowners.

Does my spouse/boyfriend/girlfriend have to sign the agreement?

Anyone named on the deed to the home must sign the agreement. If your partner's name appears on the deed, he or she is also party to the agreement.

My contractor wants a deposit. Can I put money down to hold the bid?

If your contractor requires a deposit, that down payment may be considered part of the homeowner match. Additional documentation is required; please talk with City of Springfield's Office of Planning & Economic Development (OPED) staff for more information.

How do I hire a contractor to do the work?

Improvements made to owner-occupied single family homes with a grant of \$15,000 or below requires three bids from different contractors. You may accept the lowest qualified bidder.

I have a contract and the work is finished; when do I get my check?

Submit the documentation of inspection and a copy of the contractor's invoice to OPED. The city can take up to 30 days to review invoices. The city typically takes about two weeks to process payments.

I used the grant to replace my roof and discovered that my chimney needs repair. Can I apply for more money?

Yes! The maximum grant to a homeowner is \$15,000. A homeowner may apply more than one time, as long as the total grant from the city does not exceed \$15,000 and there is still money available in the fund.

CITY OF SPRINGFIELD OFFICE OF PLANNING AND ECONOMIC DEVELOPMENT

Enos Park TIF District Exterior Rehabilitation Program Application



Applications will be considered incomplete and will not be reviewed until all of the requested information is received. Return application and required documentation to:

City of Springfield Office of Planning and Economic Development, 800 E. Monroe, Room 107, Springfield, IL 62701

OWNER AND PROPERTY INFORMATION

Applicant 1 Name	Applicant 2 Name		
Applicant 1 Email	Applicant 2 Email		
Applicant 1 Phone	Applicant 2 Phone		
Address	City	State	ZIP
Year Built			

REQUIRED DOCUMENTATION

Copy of recorded deed, proof of ownership

Documentation of property insurance

Real estate tax bill (Must be owner-occupied)

Current exterior photograph of the home

Mortgage information (name, address, and type of loan)

Utility verification (current CWLP & Ameren bill)

At least two bids for the project

Any current housing code violations on record

Verification of income

PROJECT SCOPE

Describe the work to be included in the project and an estimated budget for each item. Also include at least two bids for the project with your application.

EXTERIOR PAINTING OR SIDING
TUCK-POINTING, MASONRY
POOF.
ROOF
PORCH & EXTERIOR STAIRS
REPAIRS TO CORRECT VIOLATIONS

INCOME AND FAMILY SIZE CERTIFICATION The number of persons living in your household: Your household's total annual gross income (before deductions): \$ _ Provide the following information for all people living in your household. Attach additional page if necessary. NAME **RELATIONSHIP AGE** SEX Ethnicity: Hispanic or Latino Not Hispanic or Latino Single Race: White Black/African American Asian American Indian/Alaskan Native Native Hawaiian/Other Pacific Islander Multi-Race: White and American Indian/Alaskan Native White and Black/African American White and Asian Black/African American and Asian Black/African American and American Indian/Alaskan Native Other Multi-Racial Female Head of Household: Yes No I (we) the undersigned, certify that the above information is true and correct to the best of my knowledge. Date Applicant Name Signature

PENALTY FOR FALSE OR FRAUDULENT STATEMENT; U.S.C. Title 18, Section 1001, "Whoever, in any matter within jurisdiction of any department or agency of the United States knowingly and willfully falsifies... or makes false, fictitious or fraudulent statements or representations, or makes or uses any false representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both."

Signature

Date

Applicant Name