

# SELF HELP CENTER GRANT # 728003

## AMENDED GUIDELINES

The following are the (9) sections to be amended to the guidelines.  
The amended changes are highlighted.

1. X **ASSISTED HOMEOWNER ELIGIBILITY – THRESHOLDS**

C. Length of Ownership: The unit to be rehabilitated must be the applicant's principal residence. [Eliminate "at least one year."]

2. XI **SELECTION OF APPLICANTS**

B. Priorities for Evaluating Applicants. All eligible applicants will be rated based on [ADD: first come first serve basis. Self Help Service Provider's scoring system as approved by the Department [ADD: will only be used] in order to establish the [ADD: need for assistance.] [Eliminate "priority of funds."] Additional points will be given to people who are 30% and below.

3. B **4. Condition of Structure**

C. **New Construction**

Eliminate language that states: "Tiebreakers will be based first upon the applicant household with the greatest number of beneficiaries, and second upon the applicant household with lowest percentage of income in relation to the income guidelines."

4. C. **Selection and Approval of Applicants.**

3. All eligible applications will be reviewed and pre-approved by the rehabilitation coordinator. Eliminate: "using the approved evaluation and scoring criteria as determined."

4. Eliminate last sentence: "Pictures of family contributing sweat equity hours will be taken by Self Help Service Provider."

5. D. **Income and Asset Limits**

2. All income will be verified from independent source documentation such as W2s for the preceding ADD "three months" and DELETE "2 year" period.

4. Eliminate the entire paragraph: "Liquid assets in excess of 10% (excluding residence) will be considered income to the household in determining eligibility."

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### 6. XII SELECTION OF APPLICANTS, LICENSED INSPECTORS, AND WORK WRITE-UPS.

A. Eliminate entire paragraph: "Upon pre-approval of the applicant's eligibility, each application will be rated according to a priority scoring system as submitted by Self Help Service Provider. The rehabilitation coordinator will be responsible for scoring the applications with the assistance of the family support department. All completed and eligible applications will be ranked against each other in order to establish the order of priority for assistance."

B. Eliminate "after ranking the application" The rehabilitation coordinator will conduct a property inspection of the [eliminate "highest ranked"] applicants up to the...

### 7. XIII APPLICANTS APPROVAL

A. The rehabilitation coordinator will submit each eligible application, [eliminate "in its numerical order of ranking"]: to the County and County will

### 8. XIV WORK INSPECTIONS AND FINAL PAYMENTS

#### A. Progress Inspections

1. Eliminate "At key stages in the project, the rehab coordinator will conduct inspections. Key stages are times when work such as wiring and plumbing are completed and still exposed prior to the wall or flooring being replaced." Payments will be determined as each work is completed in stages (roofing, walls, framing, etc.).

### 8. XVII. Warranties and Liens

2. All work performed by the Self Help Service Provider will be guaranteed for a period of one (1) year ADD: "from move in date."