

## REBUILDING TOGETHER TULSA'S REPAIR PROGRAMS

1. **Roof:** Repairing or replacing roofs on the home (detached garages are not considered for repairs)
2. **Energy Efficiency:** May include blown-in attic insulation, repairing broken windows and doors. ( not storm doors and windows), insulating electric outlets, closing large gaps, etc.
3. **Safe At Home:** Repairs may include wheelchair ramps, exterior handrails, grab bars, home modifications,
4. **R.O.O.T. (Repairs offered other times)** May include carpentry repairs, minor electrical and plumbing repairs, household cleaning, yard clean up, and painting.

Incomplete applications will be returned to the homeowner.

### APPLICANT CRITERIA

- **Age**-Head of household is 60 years of age or older  
*or*
- **Disabled** head of household of any age  
*and*
- **Income:** low (meet federal income limits defining low income based on the number of people living in the house; adjusted annually).
- **Ownership:** house must be in applicants name (we do not assist rental units or lease to own)
- **Location:** (**Tulsa City Limits**) in at risk neighborhood

**Due September 30, 2010** for 2010 and 2011 repairs. Applications for Energy Efficiency repairs are accepted ongoing.

### RESTRICTIONS

Rebuilding Together Tulsa will not make repairs to detached garages, outbuildings, sheds, or carports  
Rebuilding Together Tulsa will not make repairs to manufactured housing.

The need for home repair is great and Rebuilding Together Tulsa's has a waiting list of clients. If you have already received services from Rebuilding Together Tulsa, you must wait for 5 years until you can re-apply to be considered for repairs.

Submit your application with **copies** of all the following documentation.

- **PSO/Electric Bill**—current
- **Proof of OWNERSHIP**- current **property tax bill OR deed to your property**
- **Proof of INCOME** (submit **one** for **all** people in your home)

Your (and/or their) **W2 or benefit/retirement statement (s) OR Social Security Income OR** your (and/or their) last year's Federal tax return (1040)

Program Income Limits:

**The box below shows the total income allowed for the number of People living in the home.**

1 Person	2 People	3 People	4 People	5 People	6 People	7 People	8 People
\$33,250	\$38,000	\$42,750	\$47,450	\$51,250	\$55,050	\$58,850	\$62,650

You will be notified by mail of the status of your application

**KEEP for your RECORDS**

Complete application and mail with copies of all requested documentation to:

**Rebuilding Together Tulsa**

**P.O. Box 52201**

**Tulsa, OK 74152**

742-6241 ext. 1

You will be notified by mail regarding the status of your application.

Homeowner's name \_\_\_\_\_ Birth date \_\_\_\_\_ Age \_\_\_\_\_

Street Address \_\_\_\_\_ **Tulsa, OK** \_\_\_\_\_ Zip code \_\_\_\_\_ Phone Number (time to call?) \_\_\_\_\_

Major cross streets (example: Lewis & Pine): \_\_\_\_\_

Neighborhood School? \_\_\_\_\_

How long have you lived in your home? \_\_\_\_\_ Do you plan to remain in your home the next 3 years? \_\_\_\_\_

Tell us about your home (example: yellow, on corner, used to be my grandma's)

In what year was your home built? \_\_\_\_\_

Do you have an attached or unattached garage? \_\_\_\_\_

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

Do you own other property? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, property use? \_\_\_\_\_

Amount of rent received? \_\_\_\_\_

How many adults live in this home? \_\_\_\_\_

Are there any children who visit or live in this home more than 1.5 hours a week? \_\_\_\_\_

List the names, ages, and incomes of everyone living in this house.

Name	Age	Income	Relationship to homeowner	employed	disabled	Pay rent? Amount?

Emergency/alternate contact person: \_\_\_\_\_ Phone Number \_\_\_\_\_

Are you a Veteran? \_\_\_\_\_ Is anyone in your household a Veteran? \_\_\_\_\_

Please explain why you cannot make these repairs: \_\_\_\_\_

Number of Pets? \_\_\_\_\_ What kind? \_\_\_\_\_

How did you hear about Rebuilding Together Tulsa? \_\_\_\_\_

Have you received prior services from Rebuilding Together Tulsa? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what year were the repairs made? \_\_\_\_\_

Have you applied to other agencies to have these repairs made? (for example Working in Neighborhoods, Urban Development, etc.) Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, is the agency currently making repairs to your home or are you on a waiting list for their services?

Assistance Received? SSI \_\_\_\_\_ SSDI \_\_\_\_\_ Food Stamps \_\_\_\_\_ Caseworker \_\_\_\_\_

Please submit **copies** of the following documents when you return the application.

***Applications submitted without these documents will not be considered.***

Documents required as proof of home ownership and income:

1. **Proof of ownership** (submit **one only**)

- a **copy** of your current property tax bill
- OR** a **copy** of the deed to your property

2. **Proof of income** (submit **one only**) for **all** Peoples in your home

- a **copy** of your (and/or their) W2 or benefit/retirement statement(s)
- OR** a **copy** of your (and/or their) last year's Federal tax return (1040)

3. **PSO or Electric bill**

**Desired Repairs**

Please note that this is **only** a list of repairs that you hope to have completed.

Repairs will focus on **safety, security, and weatherproofing.**

This list will tell us what you think is most important to you.

**Safety**

**DUE September 30, 2010**

- Wheelchair Ramp
- Exterior Handrails
- Grab bars
- Slip resistant entrances & exits
- Color contrast on steps
- Shower seat
- Visible house #'s
- Widen doorway
- Replace faucet\_\_ADA Faucet
- Replace stool\_\_ADA toilet
- Roof
  - Visible leaks\_\_\_\_\_
  - Water spots on ceiling\_\_\_\_\_
  - Water spots on walls\_\_\_\_\_
- Hot water heater
- Flooring
- Subfloor
- Cleaning

**Energy Efficiency (weatherproofing)**  
**(Ongoing applications received)**

- Siding repair
- Repair windows (# broken or damaged)\_\_\_\_\_
- Caulk windows
- Energy Efficient Light bulbs
- How many?  
\_\_\_\_\_
- Outlet covers/Outlet insulation
- How many?  
\_\_\_\_\_
- Wrap pipes/wrap hot water tank
- Replace Air Filters
- Filter size (ie., 14 X 25)\_\_\_\_\_
- Blown-in Insulation (between ceiling and roof)
- Smoke/Carbon monoxide detector
- Replace exterior doors
- Low-flow hand held shower

**Neighborhood Improvement**

**DUE September 30, 2010**

- Paint (exterior) circle type of surface  
brick siding trim other\_\_\_\_\_
- Paint (interior) # rooms\_\_\_\_\_
- Drywall/plaster patch work needed
- Trash removal
- Yard work
- Dumpster

**Security**

**DUE September 30, 2010**

- Install deadbolts/locks
- Exterior lighting

**Homeowner's Statement of Eligibility**

I, \_\_\_\_\_ have asked Rebuilding Together Tulsa to provide repairs to my home at \_\_\_\_\_. I understand that Rebuilding Together Tulsa is funded by charitable donations and grants to provide assistance to low-income seniors and People living with a disability who have no other means to afford home repairs.

I also understand that Rebuilding Together Tulsa is obligated to use its charitable donations and government funds only for assistance to eligible homeowners. In addition, I understand that to knowingly submit false information is considered fraud and punishable under law. By signing my name to this statement, I guarantee that I am eligible to receive this assistance, as follows:

1. All the information submitted on my Homeowner Application is complete and correct. \_\_\_\_\_ *Initial*
2. I am the sole owner of the home at the above address, or I share ownership with People who are also eligible to receive this assistance. \_\_\_\_\_ *Initial*
3. This same house is my full-time residence. \_\_\_\_\_ *Initial*
4. I, my spouse, partner and/or any other owners of my home have no other financial resources to afford the services that I have requested. \_\_\_\_\_ *Initial*
5. I understand that Rebuilding Together Tulsa is a neighbor-helping-neighbor organization and I will do everything possible to get my friends and family to help with unskilled repairs. \_\_\_\_\_ *Initial*
6. I understand that Rebuilding Together Tulsa will take pictures of the homeowner (s), requested repairs, and the home. \_\_\_\_\_ *Initial*
7. I plan to remain in my home. \_\_\_\_\_ *Initial*

Signed \_\_\_\_\_ Date: \_\_\_\_\_  
(homeowner)  
Signed \_\_\_\_\_ Date: \_\_\_\_\_  
(co-applicant)

All qualifying applicants will be visited by a Rebuilding Together Tulsa evaluation team to determine the repair needs of the home. Homes will be selected on the basis of greatest need and the ability of Rebuilding Together Tulsa to acquire materials and volunteer teams to accomplish the necessary repairs.

Homes must be in ***Tulsa City Limits***.

RTT USE ONLY			
App	Proofs	Program	Criteria
___ MD	___ H	___ EE	___ A
___ Comp	___ D	___ ROOT	___ I
	___ I	___ Roof	___ D
		___ SaH	___ TCL
		___ HAW	

Homeowner's Agreement



Homeowner(s) Name(s): \_\_\_\_\_  
Homeowner(s) Address: \_\_\_\_\_  
Tulsa, OK Zip Code: \_\_\_\_\_

I (we) give permission for **Rebuilding Together Tulsa (RTT)**, its volunteers, and contractors to perform repairs and improvements on my (our) home located at the address listed above.

I (we) understand that Rebuilding Together Tulsa is a non-profit group of volunteers and as such they cannot make promises as to the **specific** work that will be done.

The general plan for the repairs and improvements has been explained to me (us) by the representative from the team assigned to repair my home, but I (we) give Rebuilding Together Tulsa and its volunteers full authority to determine the extent and types of repairs and improvements to be performed even if they should fail to notify me (us) on any change from the original plan.

I (we) understand that the **repairs and improvements will be performed free of charge**, and Rebuilding Together Tulsa and its volunteers disclaim all warranties, expressed or implied, concerning the repairs. Some of the repairs and improvements will be performed by volunteers, some or all of whom may be skilled. Some repairs and improvements will be performed by a licensed contractor and may, but are not guaranteed to, have a warranty on the repairs provided by that specific contractor.

I (we) agree that I (we) will cooperate with the RTT staff, Contractor, Team Leader and Team. If there are family members on the premises who are unable to work, for their safety and that of the workers, please be sure that they are not present in the location where the work is taking place.

I (we) understand that as with RTT's volunteers and paid contractors, no-one who works on the project can be under the influence of alcohol, drugs or any other illegal substances, and there cannot be any illegal practice or procedure on the premises while the project is underway. If at any time Rebuilding Together Tulsa or the Team Lead considers that there is illegal or unsafe activity, or that there is a threat to the safety of the workers, the work will stop and the team will be immediately pulled from the project.

I (we) understand that the work will be scheduled by RTT and the contractor and that it may be necessary to perform some preparations, repairs, improvements, and clean-up prior to and/or after the scheduled date.

In consideration of the repairs and improvements, I (we) further hold Rebuilding Together Tulsa, Inc., its officers, directors, employees, agents, donors, volunteers, and other affiliates, collectively and/or individually, harmless from any claims and liabilities arising at any time as a result of the repairs and/or improvements, including, without limitation, any rights or causes of action resulting from personal injury or death, or damage to my (our) property, directly or indirectly arising from the repairs and/or improvements or defects in material or workmanship.

I (we) further acknowledge and confirm that Rebuilding Together Tulsa does not warrant the repairs and/or improvements performed on my (our) home, and I (we) hereby disclaim any and all applicable express and implied warranties including but not limited warranties of habitability, merchantability of fitness for a particular purpose.

I (we) also grant to Rebuilding Together Tulsa permission to take or have taken, **still and moving photographs and films** including television pictures of my (our) home. I (we) consent and authorize Rebuilding Together Tulsa, its advertising agencies, news media and any other Peoples interested in Rebuilding Together Tulsa and its works, to use and reproduce the photographs, films, and pictures and to circulate and publicize the same by all means including, without limiting the generality of the foregoing, newspapers, television media, brochures, pamphlets, instructional materials, books and clinical material.

No inducements or promises have been made to me (us) to secure my (our) signature to this release other than the intention of Rebuilding Together Tulsa to perform the repairs and improvements and to use such photographs, films and pictures for the primary purpose of promoting and aiding its program and its works.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2010\_\_\_\_\_ .

\_\_\_\_\_  
Homeowner

**KEEP a copy for your records**