



HOMEOWNER EMERGENCY LOAN PROGRAM (HELP)

Program Regulations and Eligibility Requirements

Program Overview

The Homeowner Emergency Loan Program (HELP) targets low to moderate income owner-occupied residential dwellings, located within the CDBG-eligible boundaries of the City of Springfield, with consultation and funding assistance towards making critical home repairs.

Critical home repairs include those which pose an imminent threat to the home and inhabitants. These repairs are intended to stabilize, preserve and promote homeownership by reducing or preventing damage from weather or infestation, and where possible, increase energy efficiency. Additionally, these repairs are intended to target and reduce individual property blight, improve the immediate neighborhood surrounding the home and increase the quality of the City's overall housing stock.

HELP may provide direct funding for improvements in the form of forgivable loans or referrals to partner agencies for alternative assistance opportunities.

HELP is a partnership program between the City of Springfield, Catholic Charities of Southern Missouri, Council of Churches of the Ozarks - Connections Handyman Service, Habitat for Humanity and Ozarks Area Community Action Corporation (OACAC). Funding is made possible by the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant Program (CDBG).

Program Guidelines

1. Loan funding is limited and will be prioritized and funded based on need and applicability with the overall program goals.
2. The home must be located within the CDBG-eligible area of the City of Springfield (see attached map).
3. The home must be owner occupied with no more than two (2) dwelling units on the same property.
4. The property must be titled in the applicant's name. Recorded evidence of ownership will be required to process the application.
5. The aggregate annual gross income of all occupants (any person residing in the household for more than 50% of the year) of the home shall not exceed 80% of the median household income standards. The median household income schedule is updated on an annual basis, see attached chart.
6. 50% of the home repair loan will be forgiven after the five-year anniversary of the award, thereafter the balance of the loan will be forgiven at a rate of 1/60th each month over the course of the next 5 years. After 10 years, the applicant has no obligation to pay the loan back.
7. The entire loan balance (less the qualifying forgiveness amount outlined above) is due and payable when the property is sold, ownership is transferred to another party or the property ceases to be the owner/applicants primary residence.
8. No interest for the loan will accrue or will be charged for the life of the loan, and the homeowner is not required to make payments.
9. The loan will subordinate to other existing mortgages, liens, or notes previously placed against the property and owner.

10. Maximum loan funding shall not exceed \$10,000 per property. Loans will not be processed for projects less than \$2,500 per property.
11. City staff or partnering agencies will determine whether the proposed work is necessary and appropriate for the program, and if the value of the property has sufficient value and sustainability to warrant the proposed improvements. The discretion of work eligibility lies entirely with the City and its program partners*.
12. Prior recipients of the city's owner-occupied home loans, emergency home repair loans/grants or similar City programs are not eligible for this HELP.
13. The applicant does not have any pending municipal or administrative proceedings for alleged violations of chapters 8, 24, and 36 of the Springfield City Code, other than building safety violations, which the loan may strive to correct. The owner shall not be delinquent on any city taxes or fines.
14. The homeowner must agree to keep the home insured following completion of the project.
15. Environmental review, in accordance with Housing and Urban Development (HUD) will be required.
16. Resources for a minor or emergency home repair loan, may involve the coordination or substitution of similar programs available from other agencies that may also be funded by Federal Community Development Block Grants or by other funding sources.
17. Depending upon qualifications, completion of the repairs may come from a variety of participating agencies; OACAC-Weatherization Program, Connections Handyman Service, Habitat for Humanity – A Brush with Kindness, Hands on for Seniors, Catholic Charities of Southern Missouri and/or other participating local service programs.

Eligible Improvements*

- Roofs, roof decking, structural framing, soffit, fascia, siding and gutter repair/replacement
- Windows, doors, knobs/locks, porch handrails, steps, and decking repair/replacement
- Water service lines and sewer lateral repair/replacement
- Exterior lighting, tree removal and trimming
- Improvements to increase energy efficiency and related general weatherization work
- Installation of ramps and improvements to increase and improve accessibility and safety
- Improvements necessary to increase the insurability of owner-occupied homes

* All proposed work and assistance will be evaluated against the potential life of the home.

For more information and to receive an application; contact the City of Springfield – Office of Neighborhoods and Planning, Affordable Housing Office at 864-1053 or 864-1031.

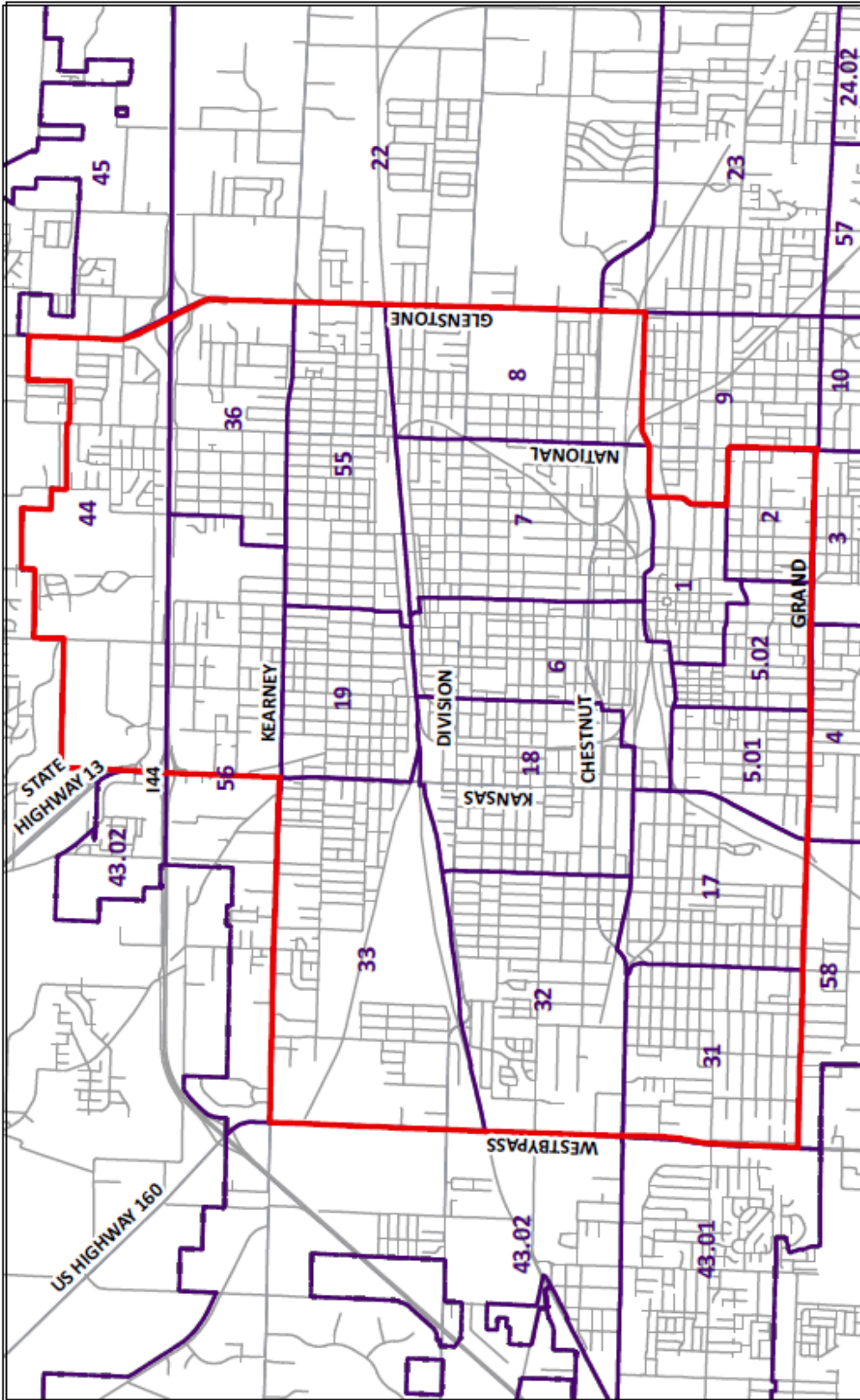
**HOME PROGRAM
INCOME SCHEDULE
2016**

City of Springfield, Missouri

Effective June 6, 2016

	<u>1-person</u>	<u>2-person</u>	<u>3-person</u>	<u>4-person</u>	<u>5-person</u>	<u>6-person</u>	<u>7-person</u>	<u>8-person</u>
HOUSEHOLD INCOME BY HOUSEHOLD SIZE								
Median	\$38,100	\$43,600	\$49,000	\$54,400	\$58,800	\$63,200	\$67,500	\$71,900
80% of Median	30,450	34,800	39,150	43,500	47,000	50,500	53,950	57,450
70% of Median	26,670	30,520	34,300	38,080	41,160	44,240	47,250	50,330
60% of Median	22,860	26,160	29,400	32,640	35,280	37,920	40,500	43,140
50% of Median	19,050	21,800	24,500	27,200	29,400	31,600	33,750	35,950
30% of Median	11,450	13,050	14,700	16,300	17,650	18,950	20,250	21,550

Comprehensive Housing Assistance Program Boundary



CITY OF Springfield
 Department of Planning & Development
 City of Springfield, Missouri
 January 2016



Legend

- CDBG & Home Program Boundary
- Census Tracts
- City Limit Boundaries