



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 and the Far East Neighborhood TIF Districts**.

The City has designated a portion of each 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;
- 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 and the Far East Neighborhood TIF District boundaries;
- Catalyze further investment within Enos Park and the Far East TIF areas.

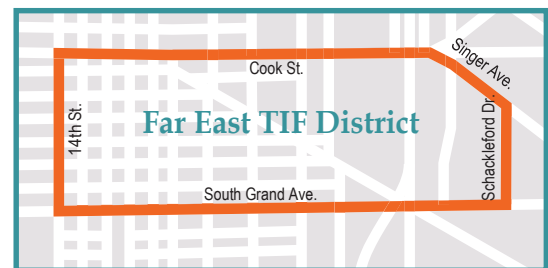
AVAILABLE ASSISTANCE

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. The property owner 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.** Since these homes are in designated Enterprise Zones, homeowners are entitled to and may apply for sales tax exemptions for permanently affixed building materials.

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



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ENVIRONMENTAL AND HOUSING

- Property owner must be in good standing with no outstanding City violations.

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.

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?

At this time 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.

Does the city require that I pay the contractor prevailing wage?

No, not for improvements made to owner-occupied single family homes with a TIF grant of \$15,000 or below. 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 typically takes about two weeks to process a payment.

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.

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PROCESS MAP



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, Attn: Abigail Powell
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
- 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

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
ROOF
PORCH & EXTERIOR STAIRS (STREET-FACING)

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

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I (we) the undersigned, certify that the above information is true and correct to the best of my knowledge.

Applicant Name _____ Signature _____ Date _____

Applicant Name _____ Signature _____ Date _____

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."