



# 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**.

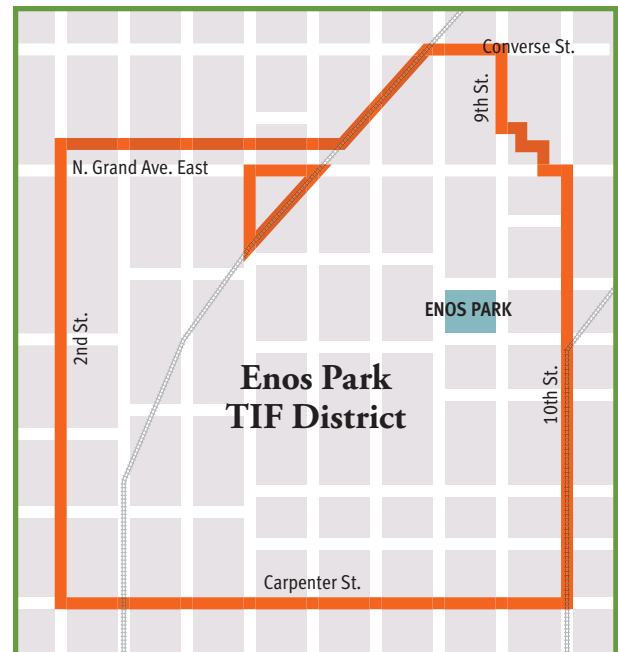
The City has designated a portion of these TIF funds to be used for these programs to achieve the following goals:

- 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.

## 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.





**PROJECT EXAMPLE: BEFORE**



**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.



## 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.

# 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.

<b>EXTERIOR PAINTING OR SIDING</b>
<b>TUCK-POINTING, MASONRY</b>
<b>ROOF</b>
<b>PORCH &amp; EXTERIOR STAIRS</b>
<b>REPAIRS TO CORRECT VIOLATIONS</b>

