



# CITY OF WHITEHALL: 2023 HOME REINVESTMENT PROGRAM

## PROGRAM OVERVIEW

The City of Whitehall is committed to supporting current homeowners in their endeavors to improve their homes, neighborhoods and the Whitehall community. The City has created the Home Reinvestment Program to financially assist residents with their front-facing exterior home projects. Qualifying Whitehall homeowners are able to receive reimbursement of 50% of an exterior home remodeling project up to \$7,500 total.

**New for 2023:** Chain-link fence removal. The City of Whitehall will fund an additional \$750 for the removal of chain-link fencing in the front yard.

## NOTES TO APPLICANTS

Applications will be accepted starting **Wednesday, May 3<sup>rd</sup>** in person at City Hall. The deadline to turn in applications is **Thursday, June 1<sup>st</sup>**. Please see page 5 for a full list of application instructions and page 6 for eligibility details and program guidelines.

***\*Applications will not be accepted without contractor estimates, color “before” photos and a notary signature/ stamp on Amendment A.\****

## APPLICANT INFORMATION

Full Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Home Purchased In: (Month)\_\_\_\_\_ (Year)\_\_\_\_\_ Annual Household Income: \_\_\_\_\_

Are there liens against your property?  Yes  No

Have you participated in Whitehall’s Home Reinvestment Program in the past?  Yes  No

## HOME REINVESTMENT PROJECT INFORMATION

*The following are considered qualifying projects. Please select your project from the list below.*

- |  |  |
|--|--|
| <input type="checkbox"/> Windows (Entire House Eligible)     | <input type="checkbox"/> Doors (Entire House Eligible)   |
| <input type="checkbox"/> Porch/Patio Remodeling/Construction | <input type="checkbox"/> Front-Facing Fencing  |
| <input type="checkbox"/> Siding                              | <input type="checkbox"/> Front-Facing Lighting   |
| <input type="checkbox"/> Exterior Painting                   |  |
| <input type="checkbox"/> Front-Facing Landscaping            | <input type="checkbox"/> Garage/Carport Remodeling (If visible from Right of Way – No Roofing) |

*Please describe your home project narrative and timeline:*

Estimated Project Start Date: \_\_\_\_\_ Estimated Project Completion Date: \_\_\_\_\_

**PROJECT COMPLETION DETAILS**

Who will be completing the home reinvestment project work?

Contractor    Homeowner

Contractor or Company Name *(If not being completed by the homeowner):*

\_\_\_\_\_

Phone Number:

\_\_\_\_\_

Company Address:

\_\_\_\_\_

Company Website:

\_\_\_\_\_

**PROJECT COST INFORMATION**

Total Cost of Project Estimate: \_\_\_\_\_

**TOTAL FUNDING REQUESTED FROM THE WHITEHALL HOME REINVESTMENT PROGRAM**

(50% of Qualifying Projects + chain link fence removal funding, if applicable)

\$ \_\_\_\_\_

*(Note: This will be the maximum amount of funding you are eligible to receive.)*

I \_\_\_\_\_ agree on \_\_\_\_\_, 2023, that the information submitted in the above application is complete and accurate, that I have read the attached directions and guidelines and signed the attached *Amendment A* form. The City of Whitehall holds the right to determine whether a homeowner is approved for the Whitehall Home Reinvestment Program.

Applicant Signature: \_\_\_\_\_

**Applicants of the Whitehall Home Reinvestment Program will be notified of their approval status via phone, email or letter no later than Monday, June 12, 2023.**

# WHITEHALL HOMEOWNER GRANT- AMENDMENT A FORM

(Must be notarized)

This Whitehall Homeowner Grant request to the City of Whitehall on the \_\_\_\_\_ day of \_\_\_\_\_ of 2023, binds the homeowner, (name) \_\_\_\_\_, to live and own the property in question, located at (address) \_\_\_\_\_, for at least three years following the completion of the Whitehall Home Reinvestment Program project. If the above is not adhered to, the Home Reinvestment Program participant will be subject to the following terms of repayment.

## Terms of Repayment:

- I. Grant recipient must agree to use property as the primary residence for a period of time no less than three (3) complete years following the completion of the Whitehall Home Reinvestment Program project.
- II. If the borrower sells and/or rents out the property before their three (3) year residency requirement is met, the loan must be repaid to the City of Whitehall.
  - a. 100% if sold and/or rented within one year of project completion.
  - b. 50% if sold and/or rented within two years of project completion.
  - c. 25% if sold and/or rented within three years of project completion.
- III. A copy of the entirety of the closing documents is required to be released to the City of Whitehall.
- IV. A periodic audit of the property will be conducted to ensure that the guidelines continue to be met.

IN WITNESS WHEREOF, this GRANT APPLICATION has been executed at  
(location) \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_

Homeowner signature

\_\_\_\_\_

Second homeowner signature (if applicable)

STATE OF OHIO

COUNTY OF \_\_\_\_\_

By \_\_\_\_\_

Notary Public Printed Name

\_\_\_\_\_

Notary Public Signature

Notary Public Seal

**Please return application and signed Amendment A form to the Whitehall Service Department.**

# 2023 Whitehall Home Reinvestment Program Tax Compliance Form

The Whitehall Auditor's Office certifies that I, \_\_\_\_\_, am current on my City of Whitehall taxes and am eligible for the 2023 Whitehall Home Reinvestment Program.

Resident Name (Print) \_\_\_\_\_

Auditor's Office Signature \_\_\_\_\_

Auditor's Office Representative (Print) \_\_\_\_\_

Date \_\_\_\_\_, 2023.

## APPLICATION DIRECTIONS AND PROGRAM TIMELINE:

- ✓ Obtain appropriate estimate information for your project.
- ✓ Submit application to the Whitehall Service Department at 360 S. Yearling Road. **Applications will be accepted at City Hall beginning Monday, May 1<sup>st</sup> at 8:00 a.m. until Thursday, June 1<sup>st</sup>, 2023.**
  - **Applications should be printed and must include:**
    - Estimate information for each qualifying project
    - A full color “before” photo of the area(s) of the home where the project(s) will be completed
    - A completed Program Application Form, which include pages 1-2, as well as *Amendment A* (page 3) which must be notarized. Notary publics are available at City Hall.
- ✓ Wait to receive your acceptance letter from the City of Whitehall. Recipients will be notified no later than Monday, June 12<sup>th</sup>.
- ✓ File for and received approval of all necessary permits for the project through the Whitehall Service Department. *Copies of the approved permits must be submitted with your final receipts and color “after” photos.*
- ✓ Complete your home reinvestment project and turn in all necessary documentation for reimbursement by **December 31<sup>st</sup>, 2023.**

# WHITEHALL HOMEOWNER GRANTS – ELIGIBILITY & GUIDELINES

## ELIGIBLE HOMES/HOMEOWNERS

- ✓ Homes must be located in the City of Whitehall, Ohio, and homeowners must pay property taxes to the Whitehall City School District.
- ✓ No liens may be filed against the property in question.
- ✓ Grants will only be issued to owner occupied single-family homes. Condos, multi-family, apartments and land contracts will not be eligible.
- ✓ Maximum household income must not exceed **\$125,000**.
- ✓ Homes must be owner-occupied by the applicant for at least **six months prior** to applying for the Whitehall Home Reinvestment Program.
- ✓ Homeowners must agree to live in the home for at **least three years post** project or will be subject to a tiered repayment plan (see *Amendment A* below).
- ✓ The homeowner has not received previous Whitehall Home Reinvestment Program funding.

## GRANT GUIDELINES

The grant comes in the form of reimbursement funds **after** a qualifying project has been completed following the below guidelines:

- ✓ A resident must fill out the Homeowner Grant application (found online at [www.whitehall-oh.us](http://www.whitehall-oh.us) and at City Hall) and file it with the Whitehall Service Department, located at 360 S. Yearling Road, between 7:30 a.m. and 4:30 p.m. The application must be filed prior to the project's start date and must include relevant estimate information. **Applications for the 2023 program will be accepted beginning at 8:00 a.m. on Monday, May 1<sup>st</sup> through Thursday, June 1<sup>st</sup>, 2023.**
- ✓ A resident must complete and receive the appropriate permits for the project prior to the project's start date. Permits can be obtained by visiting the City's website at [www.whitehall-oh.us](http://www.whitehall-oh.us) or visiting the Building Department, located at 360 S. Yearling Road, between 7:30 a.m. and 4:30 p.m. Approved permits must be obtained and copies must be filed with the final receipts.
- ✓ **Resident must turn in all receipts and/or invoices, as well as color "after" photos** to the City of Whitehall Service Department, located at 360 S. Yearling Road, between 7:30 a.m. and 4:30 p.m. no later than **December 31<sup>st</sup>, 2023**.

**\*\* If you decide to withdraw from the program and not complete your project after receiving a funding acceptance letter, please let the Service Department know as soon as possible.\*\***