



Dear Weatherizing and Repair Applicant,

Thank you for contacting *Habitat for Humanity/7 Rivers Maine* to request weatherizing/repair. General information about the program, an application, and a Release and Waiver form are included with this letter.

Programming information

- The application must be filled in by the homeowner.
- The homeowner must live in the home.
- Homeowners must meet the income guidelines, for the property's county, established by *HUD*.
- Weatherizing/repair projects are completed by volunteers with a budget of up to \$1,500 in materials.
- *Habitat* does limited work on mobile homes and most mobile home projects will be referred to KVCAP and Maine State Housing. These organizations offer programs specifically designed to meet the needs of mobile home owners. Owners of mobile homes are encouraged to contact KVCAP directly at 1-800-542-8227 and Maine State Housing at 1-800-452-4668.

The application process begins with the homeowner completely filling in the application forms and returning them to *Habitat for Humanity/7 Rivers Maine*, 126 Main Street, Topsham, Maine 04086.

The Application Process

- The completed application will be reviewed by the staff of *Habitat for Humanity/7 Rivers Maine* to determine whether the homeowner and his/her property match program guidelines.
- The homeowner will receive a phone call after *Habitat's* staff has reviewed the application.

We look forward to receiving your completed application, hope that you and your property qualify for *Habitat's* program, and that *Habitat for Humanity/7 Rivers Maine* will be able to assist you.

Sincerely,

A handwritten signature in black ink, appearing to read "MPR".

Mark Primeau
Executive Director
Habitat for Humanity/7 Rivers Maine



Application for Weatherizing/Repair

Date _____

Name of the Property Owner _____

Property Address _____

PHONE(S)

home # _____

cell # _____

work # _____

e-mail _____

GENERAL INFORMATION

___ Yes ___ No Does the family receive LiHeap/heat assistance?

_____ How many adults live in the home?

_____ What are the ages of the adults living in the home?

_____ How many children live in the home?

_____ What are the ages of the children living in the home?

_____ How long has the family lived in the home?

_____ Are there any pets in the home?

HOME INFORMATION

_____ In what year was the home built?

___ Yes ___ No Is it a mobile home?

What does the homeowner hope *Habitat* will be able to do for the property/home? (Explain in some detail)



If the household income falls below the income numbers on the chart for your county, based on family size, you may qualify for Habitat's help.

Homeownership Program Income Limits (2018)

Income Limit areas are based on HUD User FY 2018 Income Limits Documentation System

Brunswick and Harpswell Income Guidelines--FY 2018

Family Size	80%
1	39,950
2	45,650
3	51,530
4	57,050
5	61,650
6	66,200
7	70,750
8	75,350

Sagadahoc County Income Guidelines--FY 2018

Family Size	80%
1	39,700
2	45,350
3	51,000
4	56,650
5	61,200
6	65,750
7	70,250
8	74,800

Lincoln County Income Guidelines--FY 2018

Family Size	80%
1	36,750
2	42,000
3	47,250
4	52,500
5	56,700
6	60,900
7	65,100
8	69,300

What was the homeowner's reported income on his/her 2017 Federal Tax Return? _____

Are you Disabled? _____

Are you over 60? _____



Homeowner/Occupant Consent and Release and Waiver Form

This form is to be signed by the Homeowner/Occupant during the initial site visit, before work begins.

This Release and Waiver of Liability (the "Release") is executed on this _____ day of _____, 2018, by _____ (the "Homeowner/Occupant"), in favor of Habitat for Humanity /7 Rivers Maine, Inc. (HFH7RM), a Maine non-profit organization.

CONSENT:

- I, the Homeowner/Occupant, have asked to have HFH7RM's staff and volunteers to perform work on my home and to engage in the activities related to installing repair materials inside and on the exterior of my home.
- I give permission for HFH7RM's staff and volunteers to enter my home in order to install the repair materials needed to complete the agreed upon project, of which the specifics are listed on the attached *Work Plan*.

ACCEPTANCE, RELEASE AND WAIVER:

- I acknowledge that I will be consulted about the actions the staff and volunteers will take to perform the work I have requested and again when the staff and volunteers arrive to perform the project.
- I understand that HFH7RM, the organizers, the staff, and volunteers performing the work do not guarantee any of the materials installed or the work performed.
- I understand that HFH7RM, the organizers, the staff, and volunteers performing the work assume no liability for the quality of the materials installed, the quality of the work performed, or any accidental damage to my property, and I shall not hold them liable.
- I understand that HFH7RM is committed to completing the work itemized on the attached *Work Plan*. Upon completion of the work, the project will be considered finished.
- I agree to participate in pre and post evaluation questions to help HFH7RM measure the impact of the program.
- I agree to let HFH7RM take before and after photos of my home for internal use, and to promote the program, provided the photos do not identify me and/or the location of my home.
- I agree to let HFH7RM use my image and photos of me and/or my home to promote the program unless this box is checked.

I do hereby release and forever discharge and hold harmless Habitat for Humanity/7 Rivers Maine, its staff and volunteers, and its successors and assigns from any claims, liabilities and demands of any kind or nature, either in law or in equity, that I, the Homeowner/Occupant, may have against Habitat for Humanity/7 Rivers Maine, its staff and volunteers, and its successors and assigns which arise or may hereafter arise from work performed as part of the program.

IN WITNESS WHEREOF, I, the Homeowner/Occupant, have executed this Release as of the day and year first written above.

Homeowner/Occupant - Signature _____

Homeowner/Occupant - Printed name _____

Habitat for Humanity/7 Rivers Maine Representative (Witness) _____

Habitat for Humanity/7 Rivers Maine Representative printed name _____

*A copy of this signed Waiver is available upon request.