



For HFH/7RM use
Job # _____
Previous job #? _____
Assigned to: _____
Date: _____

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,

Adam Lacher
Executive Director
Habitat for Humanity/7 Rivers Maine



Application for Weatherizing/Repair

For HFH/7RM use
Job #
Previous job #?
Assigned to:
Date:

Date

Name of the Applicant

Property Address

PHONE(S)

Home # Cell # Work #

e-mail address:

Has Habitat worked on this property in the past? Yes No. If so, when (approximate date)

Does the Applicant own the home/property? Yes No

If no, Who owns the home/property?

Name:

Address:

City: State: Zip: Phone #

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? Is it a mobile home? Yes No

What does the homeowner hope Habitat will be able to do for the property/home? (Explain in some detail - continue on next page or additional sheet, if necessary)



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 (2019)

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

Brunswick and Harpswell Income Guidelines--FY 2019

Family Size	80%
1	41,450
2	47,400
3	53,300
4	59,200
5	63,950
6	68,700
7	73,450
8	78,150

Sagadahoc County Income Guidelines--FY 2019

Family Size	80%
1	41,400
2	47,300
3	53,200
4	59,100
5	63,850
6	68,600
7	73,300
8	78,050

Lincoln County Income Guidelines--FY 2019

Family Size	80%
1	38,850
2	44,400
3	49,950
4	55,500
5	59,950
6	64,400
7	68,850
8	73,300

What was the homeowner’s reported income on his/her 2018 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 and Occupant during the initial site visit, before work begins.

This Release and Waiver of Liability (the "Release") is executed this ____ day of _____ (month), 2020, by _____ (the "Homeowner"), and _____ (the "Occupant" if not the homeowner), in favor of Habitat For Humanity/7 Rivers Maine, Inc. (HFH/7R), a Maine non-profit organization.

CONSENT:

- I, the Homeowner and Occupant, have asked to have HFH7RM's staff and volunteers to perform work on this home and to engage in the activities related to installing repair materials inside and on the exterior of the home.
- I give permission for HFH7RM's staff and volunteers to enter the 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, have executed this Release as of the day and year first written above.

Homeowner Signature

Homeowner Printed Name

Occupant Signature (if not homeowner)

Occupant Printed Name (if not homeowner)

Habitat For Humanity/7 Rivers Maine Representative (Witness) Printed Name

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