

# SMALL CITIES DEVELOPMENT PROGRAM

## Housing Rehabilitation

### City of Clarkfield

The City of Clarkfield is preparing an application to Minnesota's **Small Cities Development Program (SCDP)**. The program helps eligible homeowners with funding to make improvements to their home. Eligibility is based on the following:

HUD Income Guidelines	1 Person Household	2 Person Household	3 Person Household	4 Person Household	5 Person Household	6 Person Household	7 Person Household	8 Person Household
Household Income	\$36,600	\$41,800	\$47,050	\$52,725	\$56,450	\$60,650	\$64,800	\$69,000

I may be interested in making the following improvements to my home:

- |                                  |                                      |                                      |  |
|----------------------------------|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Gutters | <input type="checkbox"/> Insulation  | <input type="checkbox"/> Plumbing    | <input type="checkbox"/> Safety/Accessibility Improvements |
| <input type="checkbox"/> Windows | <input type="checkbox"/> Electrical  | <input type="checkbox"/> Roofing     | <input type="checkbox"/> Lead Testing & Removal            |
| <input type="checkbox"/> Doors   | <input type="checkbox"/> Heating     | <input type="checkbox"/> Foundations | <input type="checkbox"/> Building Code Violations          |
| <input type="checkbox"/> Siding  | <input type="checkbox"/> Front Steps | <input type="checkbox"/> Railings    | <input type="checkbox"/> Energy Efficiency                 |

Other/Comments: \_\_\_\_\_

Do you: \_\_\_\_\_ Own Your Home \_\_\_\_\_ Rent Your Home      Are you a veteran? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is the home currently: \_\_\_\_\_ In a Life Estate      \_\_\_\_\_ Contract for Deed      \_\_\_\_\_ Trust

Would you be interested in participating if:

- 75% of the project costs (**maximum \$18,750**) would be in the form of a deferred/forgivable loan
  - 7-year loan with 1/7<sup>th</sup> forgiven each year and then become a grant after 7 years.
- 25% of the project costs would be the homeowner's responsibility. Additional grants and loans may be available based on income; site administrators will assist homeowners identify owner match resources.
- Any costs above the maximum allowed would be the homeowner's responsibility.

An example project based on the maximum allowable forgivable loan would look similar to the following financial package:

<b>Example Project Costs</b>	<b>\$25,000</b>
75% SCDP forgivable loan would be	\$18,750 (1/7 <sup>th</sup> forgiven each year for 7 years)
25% Owner responsibility would be	\$6,250 (owner cash or low interest loans)

**IMPORTANT:** If you have any interest in learning more about the program please sign the form on the next page and send it back to the UMVRDC. **The signed form in no way commits you to the program; it is simply an indication of interest that builds support for the application.** *If you are interested your name will be placed on a priority list to receive more information if funds are awarded next spring.*

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**CLARKFIELD SMALL CITIES DEVELOPMENT PROGRAM INTENT TO PARTICIPATE FORM**

Please return this form to:  
City of Clarkfield City Office  
812 10<sup>th</sup> Ave Ste 1  
Clarkfield, MN 56223  
Or email: [laura@umvrdc.org](mailto:laura@umvrdc.org)

**OCTOBER 20TH**

\_\_\_\_ Yes, I am interested in this program.

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

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

Mailing Address (if different than above): \_\_\_\_\_

Owner's Phone: \_\_\_\_\_

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

**I understand that:**

- SCDP funds are limited and in competition and may **not** be awarded to Clarkfield.
- If the grant is awarded, funds are limited and in competition.
- Participants in the program **must be** income-qualified – the field administrator will work with applicants on income verification IF funds are awarded.
- Homes must have needs that go beyond basic maintenance and will be inspected as part of the program.
- There will be a deferred loan (lien) placed upon my home for the SCDP funding for seven (7) years. If the home is sold or changes owners in that time, the remaining un-forgiven loan must be paid back to the city. Refer to SCDP policies.
- The rehabilitation must be coordinated through the field administrator for the project, and competitive bids must be received for the work. **Any improvements/work done before coordinating with the field administrator will NOT be eligible for SCDP funding.**
- The home must be occupied. No vacant households will be rehabilitated.
- Being placed on a priority list does not guarantee funding.

**After reviewing the above information, including the financing package, I am interested in participating in this program.**

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

**Thank you.** In completing this form your name will be placed on a priority list showing a strong interest if funds are awarded. Award announcements are made in May/June, if funds are awarded additional information about the program and how to apply will be provided.