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**CITY OF SANTA ANA**  
**COMMUNITY DEVELOPMENT AGENCY**  
20 Civic Center Plaza • P.O. Box 1988  
Santa Ana, California 92702  
(714) 647-5360  
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**Residential Rehabilitation Grant Program  
For Owner Occupied Properties**

The City of Santa Ana is very interested in helping property owners rehabilitate their homes within the city. The City has created a program that offers this grant to be utilized by homeowners in rehabilitating their property.

Attached is a program description and application. Please read the eligibility criteria carefully. If you wish to apply for a grant, we ask that you complete the attached preliminary application and return it with all documents referenced on the attached checklist to the following address:

Habitat For Humanity of OC  
Santa Ana RRP  
2200 Ritchey Street  
Santa Ana, CA 92705

The City has limited funds to use for these grants, and they are awarded on a first come-first serve basis. As a result, we encourage all persons who are interested in obtaining a grant to complete the application and return it, along with all documents referenced on the checklist, as soon as possible.

If you need assistance in completing your application or have any questions, please contact David Flores at 714-647-6561. He can also be reached at [dflores@santa-ana.org](mailto:dflores@santa-ana.org).

**\*\*Si usted necesita ayuda en completar su aplicación o tiene cualquier pregunta, por favor Llame a David Flores a 714-647-6561.**

SANTA ANA CITY COUNCIL

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## **CITY OF SANTA ANA**

### **RESIDENTIAL REHABILITATION GRANT PROGRAM**

The City of Santa Ana’s Residential Rehabilitation Grant Program is designed to, improve, and preserve affordable housing through the use of federal Community Development Block Grant (CDBG) funds. The program provides grants of up to \$25,000. Eligible homeowners must have a low-income at or below 80% of the Area Median Income (AMI) as defined by the Department of Housing and Urban Development (HUD).

#### Residential Rehabilitation -Family Owner Occupied Grants

Grant amount depends upon the eligible repairs to be completed.

Grant funds may be utilized for a variety of home improvements that address code enforcement violations and health and safety deficiencies. Improvements may include, but are not limited to:

- Exterior work to help preserve or protect structures such as painting, roofing, roof gutters, siding, repair/replacement of screens/windows, doors and door locks.
- Interior work to make a structure more livable and repair/replace/restore important parts such as leaking or clogged plumbing, faulty or inadequate heating systems, damaged ceilings, water heaters, electrical wiring, and painting.
- Weatherization and energy conservation items such as insulation, caulking, weather stripping and window coverings.
- Fumigation and treatment of termites and pest control.
- Modifications which aid the mobility of the elderly and physically challenged such as, but not limited to; shower units with seats, lever hardware, retrofitting toilets to achieve adequate height, moving power points and light switches, ramping/reconstructing doorways, lowering sinks in kitchens and bathrooms.

#### Requirements:

Maximum gross family income to be eligible is 80 percent of county median, based on family size.

The following table is effective April 2021.

Household Size	Income Level
1	\$ 75,300
2	\$ 86,050
3	\$ 96,800
4	\$ 107,550
5	\$ 116,200
6	\$ 124,800
7	\$ 133,400

## DOCUMENT CHECK LIST

In order for your application to be considered, it will be necessary for you to supply us with the copies of following documents. Please use this checklist to ensure all applicable items are included with your application.

- |   |                          |
|---|--------------------------|
| 1. Signed – Statement of Household Composition          | <input type="checkbox"/> |
| 2. Completed – Homeowner’s Insurance Policy Information | <input type="checkbox"/> |
| 3. Signed – Homeowner’s Consent Lead Based Paint Test   | <input type="checkbox"/> |
| 4. Signed – Homeowner’s Consent Termite Inspection      | <input type="checkbox"/> |
| 5. Completed – Grant Application                        | <input type="checkbox"/> |
| 6. Completed – Confidential Information Statement       | <input type="checkbox"/> |

The following documents are required (copies only):

- |   |                          |
|---|--------------------------|
| 7. Fire Insurance policy and flood Insurance policy (if required)   | <input type="checkbox"/> |
| 8. Current year’s Federal Income Tax Return with W-2 (self-employed, last 3 year’s tax returns) or  | <input type="checkbox"/> |
| 9. Last 3 payroll check stubs for all employed household members  | <input type="checkbox"/> |
| 10. Mortgage payment coupon or statement  | <input type="checkbox"/> |
| 11. Proof of property tax payment   | <input type="checkbox"/> |
| 12. Other income documentation; please supply <u>copies</u> of your most recent award letters or copies of checks for <u>all members of the household</u> : |                          |
| a. Social Security, SSI benefits statements   |                          |
| b. Retirement or Pension statements   |                          |
| c. Disability   |                          |
| d. Child Support / Alimony  |                          |
| e. State benefits (Cal Works, AFDC, Welfare)  |                          |
| f. Last 3 months checking account statements (All Pages)  |                          |
| g. Last 3 months’ savings account statements (All Pages)  |                          |

13. Other document \_\_\_\_\_

Please attach copies of personal documents. We will not be responsible for originals

## LISTA DE DOCUMENTOS

En orden para su aplicación a considerarse, será necesario para que usted nos proporcione con copias de los siguientes documentos. Por favor utilice esta lista de comprobación para garantizar que todos los elementos aplicables se incluyan con su aplicación.

- |  |                          |
|--|--------------------------|
| 1. Firmado – Declaración de la Composición de la Casa                | <input type="checkbox"/> |
| 2. Completada – la Póliza de Seguros de Propiedad                    | <input type="checkbox"/> |
| 3. Firmado – Directrices de la pintura con base de plomo             | <input type="checkbox"/> |
| 4. Firmado – Consentimiento de Propietario – inspección de termita   | <input type="checkbox"/> |
| 5. Completada – Solicitud  | <input type="checkbox"/> |
| 6. Completada – Solicitud de Declaración de información confidencial | <input type="checkbox"/> |

Los siguientes documentos son necesarios (copias únicamente):

- |  |                          |
|--|--------------------------|
| 7. Póliza de seguro y contra incendios y póliza de seguro contra inundación (si es necesario)  | <input type="checkbox"/> |
| 8. La Declaración Federal de Impuestos del año pasado con W-2. (si auto-empleado los últimos 3 años de declaración Federales de Impuestos) o'                      | <input type="checkbox"/> |
| 9. Los 3 últimos talones del trabajo (de todos los miembros del hogar que están empleados)   | <input type="checkbox"/> |
| 10. Cupón de hipoteca o declaración  | <input type="checkbox"/> |
| 11. Comprobante de pago de impuestos sobre la propiedad  | <input type="checkbox"/> |
| 12. Otra documentación de ingresos. Por favor provea sus cartas de premio más recientes o <u>copias</u> de los cheques para todos <u>los miembros de la casa</u> : |                          |
| a. Pruebas de Seguro Social, beneficios de SSI   |                          |
| b. Beneficios de Retiro  |                          |
| c. Beneficios de Incapacidad   |                          |
| d. Manutención   |                          |
| e. Beneficios de Ayuda Estatal (AFDC, CALWORKS, Welfare)   |                          |
| f. Los 3 últimos meses de cuenta de banco - chequera (todas las páginas)   |                          |
| g. Los 3 últimos meses de cuenta de banco – ahorros ((todas las páginas)   |                          |

13. Otra documentación \_\_\_\_\_

Por favor envíe solamente copias. No seremos responsables de los documentos originales

HOMEOWNER'S CONSENT — LEAD-BASED PAINT TEST

The use of lead-based paint was banned in 1978. If your home was built before 1978 there's a possibility that it may contain lead-based paint.

Both the State of California and the federal government have adopted guidelines designed to reduce or eliminate the risk of lead-based paint hazards in homes. Some homes built before 1978 may contain lead-based paint that can be harmful to anyone living or working within the home, especially pregnant woman and children. Such hazards may occur as a result of exposure to contaminated lead paint dust and paint chips.

For homes built before 1978 testing for lead-based paint and the completion of all work necessary to reduce and/or eliminate lead-based paint hazards is a requirement of the City's residential rehabilitation grant programs.

The cost for the initial lead-based paint testing (approximately \$500) and the work necessary to reduce and/or eliminate lead-based paint hazards will be incorporated into your rehabilitation grant. If you decide to cancel your grant application or your grant is denied, the City will cover the cost for the initial testing.

In the event that you sell your home, you may be required to notify the buyer of any known lead-based paint hazards and you should provide the buyer with any records pertaining to lead-based paint and/or lead-based paint hazards.

By signing below the homeowner certifies that they have read, understand, acknowledge and agree:

- To the above information.
- To have their home tested for lead-based paint by a qualified environmental consultant selected by the City if necessary.
- That the City is not responsible for the outcome of the paint testing or the operation of the consultant.

\_\_\_\_\_  
Homeowner's Name (Please Print)

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Homeowner's Name (Please Print)

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

HOMEOWNER'S CONSENT — TERMITE INSPECTION

A termite inspection and the completion of all termite related work is a requirement of the City's rehabilitation grant programs.

There is no cost for the initial termite inspection. The cost for all termite related work is included in your rehabilitation grant.

If fumigation is required there will be some inconveniences. All persons must vacate the property for at least two nights; all living things (pets, fish aquariums, live plants, etc.) must be removed from the property; and all items for consumption (foods, beverages, drugs, medicines, etc.) that are not in an airtight container (sealed glass or metal) must be removed from the dwelling or stored in special bags provided by the termite company. The cost for temporary relocation (lodging) and/or the boarding of pets during fumigation is not covered by the City and cannot be included in your rehabilitation grant.

By signing below, the Homeowner certifies that they have read, understand, acknowledge and agree:

- To the above information.
- To have a termite inspection of their home performed by two qualified termite companies approved by the City.
- That the City is not responsible for the outcome of the termite inspections or the operation of the termite companies.

\_\_\_\_\_  
Homeowner's Name (Please Print)

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Homeowner's Name (Please Print)

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

