

ELIGIBILITY REQUIREMENTS
CHARLES CITY REHABILITATION PROGRAM

Owner Occupied

The applicant must occupy the property to be assisted as their principal place of residence and must own the property (i.e. be the owner of record). Ownership means either holding deed (fee simple) title to the property; or maintaining a 99-year leasehold interest in the property.

For a period of 5 years after completion of all rehabilitation work, the property must be and remain the owner's principal place of residence. If the property is sold, rented, transferred, vacated, or abandoned during this 5-year period, all or a portion of the funds spent on rehabilitation may have to be returned to the City of Charles City (depending on the circumstances as to why the homeowner could no longer use the property as his/her principal place of residence and how many years have elapsed since the completion of work).

Tenure

An applicant must have owned (either as deed owner or contract owner) and resided in the property to be assisted for at least six (6) months prior to the date of their application for assistance to the community for program funds, to be eligible for program assistance. Contract owners must be able to obtain deed ownership (fee simple title) prior to the start of rehabilitation on their homes.

Mortgage Payments

The assisted property owner must be current regarding their mortgage payments.

Property Taxes

The assisted property owner must be current regarding payment of their real estate property tax liability

Utilities

The assisted property owner must be current regarding their utility payments associated with that property. Utilities covered under this requirement are limited to water, sanitary sewer, gas and electric, and solid waste disposal.

Property Insurance

The assisted property must be covered by property insurance (homeowner's hazard and liability insurance) in an amount equal to, or greater than, the current assessed value of the property (land and buildings). The City of Charles City must also be named as a loss payee on the property owner's insurance policy.

Condition of Property

The property must be free of garbage, debris, refuse, building materials (those not used for the rehabilitation of the project), abandoned, non-operational or junk vehicles, not in violation of any local nuisance ordinances, etc. The exterior of the property must remain in this state for at least five (5) years after the completion of rehabilitation. If not, all or a portion of the funds spent on rehabilitation may have to be returned to the City of Charles City. The dwelling itself must be reasonably clean and sanitary; free of garbage, debris, and refuse; uncluttered; and in such a state that permits reasonable access by the community's rehabilitation specialist to conduct the initial inspection of the property and to the contractor(s) working on the property owner's project.

Income Limits

Family gross income cannot exceed the amount listed below based on the number of members in the household. Income must be counted for every member of the household before any taxes or deductions are taken out. The only exception is earned income for family members under 18. If there is any income for family members under 18 that is unearned income including, but not limited to, child support, social security payments, and FIP must be included. It is a good idea to list all income and income sources for all family members, so we can make the correct exclusions from income.

Family Size	1	2	3	4	5	6	7	8
Income Level	\$38,000	\$43,400	\$48,850	\$54,250	\$58,600	\$62,950	\$67,300	\$71,650