

**VILLAGE OF PAW PAW**  
**HOUSING IMPROVEMENT PROGRAM APPLICATION**

Property Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Work Proposed to Be Completed: Detail each type of improvement

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Household Income: (Documentation necessary) \_\_\_\_\_

\_\_\_\_\_

Amount of Grant Funding Requested: \$ \_\_\_\_\_

- All amounts are reimbursement, evidence must be provided showing expense has been paid.
- Shall not exceed \$2,500 in Village Grant funds.
- The property owner shall match every dollar of Village grant funds with at least \$1 of their own money as the Village provides 50% of the costs up to \$2,500.

Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_

Estimated Cost of Project (Please provide detail): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for selecting Contractor: \_\_\_\_\_

\_\_\_\_\_

Signature(s) of property owner(s): \_\_\_\_\_

Date: \_\_\_\_\_

\*\*\* Provide other sheets if necessary. \*\*\*

**VILLAGE OF PAW PAW**  
**HOUSING IMPROVEMENT PROGRAM ASSURANCES**

In making this application for Village of Paw Paw HIP program grant funds, I assure the Village of Paw Paw that all information in the application is completed to the best of my ability and is true and factual in representation.

1. I understand and I assure the Village of Paw Paw funds will only be used for the following type of activities including:
  - Expenses for the residential structure, accessory garages and fences
  - Energy efficiency efforts; insulation and energy efficient windows, water heaters, furnaces
  - New entrances or doors
  - New or repaired roof
  - Window replacement or repair
  - Painting of exterior structures and fences (if paint is bought from within the Village limits the grant increases 15%, \$375 more)
  - Additions of porches, patios, decks, or rooms
  - Structural and infra-structural repairs or replacement to home, garage, fence, water/sanitary sewer laterals, and storm drainage improvements that may impact property values or the natural environment
  - Asphalt or concrete paving of driveways
  - Others uses as may specifically granted
2. I understand the Village funds are paid after the owner and contractor have agreed the work is complete and acceptable. Acknowledge of such shall be in writing to the Village and contain signatures of both the contractor and the homeowner. costs.
3. I understand I must provide financial information to show I meet the program household income guidelines for low and moderate income households. Such information is held confidentially by the Village and not for release to other persons or agencies.
4. I understand that I am approved for the grant program, the Village will fund 50% of the improvement costs up to a maximum of \$2,500 and that I am responsible for the rest of the funding. Further, I understand I am responsible for all payments to the contractor(s).
5. I understand that I select the contractor(s) and I cannot and will not hold the Village anyway accountable or legally liable for the quality of workmanship provided.
6. I understand that if the work does not meet Village building code requirements, the Village will not make its payment until the improvements do meet building code requirements.
7. I understand that building, plumbing, electrical and mechanical permits may be required and assure the Village all required permits will be obtained prior to beginning any work.

8. I understand I may do the painting myself but am required to obtain three (3) bids from Michigan licensed contractors for other work.
9. I understand all work must be completed by October 30, 2008.
10. I understand the Village will check to make sure that my property taxes and utility accounts are current and I am not delinquent to the Village in any manner.
11. I understand and grant permission for the Village to enter my property to check the work involved in these improvements. I further grant the Village permission to photograph my property and the improvements being undertaken. I understand the Village may use these photographs in promotional or representational purposes. I do not grant permission for the use of my photograph or the photographs of my family, vehicles, addresses or tenants unless I give the Village specific additional permission to do so.
12. I understand the grant funds are available on a first come, first serve basis and are considered from the date and time the application is complete. I understand 'complete' means with income documentation and required bids.

Signature of property owner: \_\_\_\_\_

Date: \_\_\_\_\_