

## HOME REPAIRS INCLUDE

Plumbing

Roofing/Roof Repairs

Ramps & Railings

Heating and/or Air Conditioning

Framing & Exterior Trim

Drainage & Grading

Electrical

Flooring

Porches

Gutters & Downspouts



The Durham Habitat Repairs Program is intended to assist low-income Durham homeowners in correcting substandard housing conditions which pose an imminent threat to life, safety, or accessibility. Our program is not designed to meet emergency home repair needs. It may take up to two years to schedule and complete repairs needs.

## QUALIFICATIONS

- You must be the homeowner AND occupant.
- Your home must be in Durham County.
- Your requested repair(s) must address a health, safety, or accessibility need.
- Total household income cannot exceed the monthly income max. *(Please see application for current information.)*



# HOME REPAIRS PROGRAM

WE ENVISION A DURHAM WHERE EVERYONE HAS A SAFE AND AFFORDABLE HOME.



**DURHAMHABITAT.ORG**

## PROGRAM PROCESS

### Application

Submit your completed application along with all required documents.

### Pre-approval/Review

If you meet the minimum qualifications, a member of our team will contact you to review the repairs listed on your application.

### Assessment

A member of the Repairs team will contact you to coordinate a visit to your property to assess your repair needs. There may be a significant wait time between your pre-approval and assessment. An adult must be present at the time of the assessment.

### Scheduling

When funds become available to match your repair needs a member of the Repairs team will contact you to schedule your repair work. There may be a significant wait time between your assessment and the scheduling of your work.

### Repairs Work

The Repairs team will begin your repair work. The time to complete the project will vary.

## APPLICATION REQUIREMENTS

- A completed and signed application.
- Verification of ALL sources of income:
  - Pay stubs (two month's worth)
  - Social Security Benefit Award letter
  - SSI Award Letter
  - Retirement/pension benefit letter
- Two recent bank statements for checking & savings.
- A copy of your most recent mortgage statement.
- A copy of your driver's license or other photo ID.
- A copy of your home's deed. (If not available on the City of Durham website)

## CONTACT

### Phone

(919) 682-0516

### Address

PO Box 11860  
Durham, NC 27703

### Email

homeownerservices@durhamhabitat.org



## FREQUENTLY ASKED QUESTIONS

### Why is the wait time so long?

The Repairs program is funded by grants and donations; we have to wait for funds to become available to match your repair needs.

### Why do you need my bank statements?

We are required to track all sources of income for applicants to determine eligibility.

### What if I or someone in my household has no income or does not work?

Email or call for an Income Affidavit to be completed in front of a notary. You are welcome to use your own notary, or Durham Habitat can provide one for you.

### What if I do not have a mortgage?

Simply give us a call and inform us.

### What if I am self-employed and do not have pay stubs to submit?

Submit a copy of your form 1099 along with the last two years of tax returns along with current year profit and loss statement.

### What if I do not have a driver's license?

You may submit an alternative legal photo ID, Medicaid card (for eligible applicants), or school ID (for students only).

### What is meant by "unaltered" bank statements?

Documents that are not written on, highlighted, have white-out, or are drawn on in any way.

### What is meant by "incomplete" application?

An application that is not filled out completely or is submitted without any of the required documents.