



# City of Palm Springs

## Community & Economic Development

3200 E. Tahquitz-Canyon Way • Palm Springs, California 92262

TEL: (760) 323-8264 • FAX (760) 322-8325 • TDD (760) 864-9527

- ⊕ Affordable Housing
- ⊕ Community Development Block Grant
- ⊕ Community Redevelopment Agency
- ⊕ Downtown Development
- ⊕ Economic Development
- ⊕ Public Art
- ⊕ Rent Control

### CDBG HOME REPAIR PROGRAM

Dear Applicant:

Government regulations require that our files contain proper eligibility documentation. I understand that I **MUST** send proper homeownership and income eligibility documentation to qualify for the Home Repair Program. The following checklist will assist you:

- Read application carefully.**
- Complete & sign application's Page 2.**
- Attach copy of Personal Identification.**
  - Current Valid Photo ID – CA Driver's License or US Passport or Student/Employment ID
  - Social Security card
- Attach copy of Homeownership.**
  - Trust Deed, or Recent County Property Tax Statement, or
  - Current State Mobile Home Registration.
- Attach copy of total Household Income.**
  - Award Letters – *Social Security, SSI, Disability Benefits, Unemployment Compensation, Workers Compensation, Public Assistance (AFDC, TANF)*
  - Bank Statements – *showing direct deposits for Social Security, SSI, Pension, etc.*
  - Retirement, Pensions and/or Annuities
  - IRS Form 1099
  - Previous Year's Signed Federal Income Tax Statement
  - Current W-2's or one month's period of most recent pay-check stubs
  - Recent Bank Statement
  - Alimony and/or Child Support Income
  - ANY and ALL income for everyone living in the home for more than three months of this past twelve-month period **MUST BE** provided
- Attach copy of Asset Verification for each eligible household member.**
  - Recent Account Statement(s) on any Liquid or uncollected Assets (Checking/Savings, Certificate of Deposits, Retirement, Pensions, Annuities, Money Market, etc.)
  - Recent Property Tax Statement on other Real Property
  - Current State Registration on other Personal Property (Mobile Home, RV, Automobile etc.)
- Attach copy of Residency.**
  - Current Month Utility Bill – Electric, Gas or Telephone

#### ALL ELIGIBILITY DOCUMENTATION MUST BE CURRENT

I understand that IF I DO NOT send the required eligibility documentation, I'm not eligible for assistance until the City receives all documents. If I never provide the required documents, then I will NOT receive any assistance for repairs on my home. I affirm that I understand this document.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

#### THIS DOCUMENT MUST BE SIGNED AND RETURNED WITH YOUR APPLICATION

For any clarification or explanation, please don't hesitate in calling, 323-8264, before returning the application and documentation.