HOW DO I DECIDE WHAT WORK TO DO?

The Program Coordinator will inspect each property with the owner to identify improvements that can be made with assistance under this program. A written description of that work will be prepared for review and approval by the owner.

The Program Coordinator will identify all improvements that are needed to meet local codes and remove any health and safety hazards in the property. Those problems must be addressed if any assistance is provided for the property.

HOW DO I FIND A CONTRACTOR?

The Program Coordinator will identify local contractors who have been approved for work under this program. Of course, property owners may also select contactors who will be asked to give proposals for this work. All contractors must be approves by the Program Coordinator before they can work on any property where assistance is being provided under this program.

WHAT STRINGS ARE ATTACHED?

All code violations must be corrected if assistance is provided under this program. In addition, applicants must agree not to sell the property for five years after all work is completed; and during that five year regulatory period, any apartment in the property must be rented to an eligible lower income tenant with rent (including utilities paid by the tenant) that does not exceed the current applicable fair market rent limit.

PRIORITY FOR ASSISTANCE

Preference will be given to applicants with the greatest need based on the following criteria:

1. Low income households (below 50% of median) will be given preference over moderate income households (income at 51%-80% of median).

2. Applicants with fixed income (social security, disability, etc.) will get preference over those with earned income that may increase in the future.

3. Preference will be given to cases where emergency repairs are needed to eliminate problems that are an immediate threat to the structural integrity of the house or the health and safety of the occupants.

4. Preference may be given to cases with serious code violations if those problems could become a threat to the structural integrity of the home or the health and safety of the occupants.

HOW DO I APPLY FOR ASSISTANCE?

This program is being administered by Neighbors of Watertown under a contract with the City. Call or visit the office at 112 Franklin Street. Regular office hours are 8:00 a.m. until 5:00 p.m. Special appointments can be made for other times.

Telephone: 782-8497
Website: www.neighborsofwatertown.com

Neighbors Of Watertown, Inc.

City-Wide Housing Improvement Program

Jeffrey E. Graham, Mayor

City Council:

Teresa R. Macaluso
Stephen A. Jennings
Joseph M. Butler, Jr.
Roxanne M. Burns

EQUAL HOUSING OPPORTUNITY

City of Watertown

City-Wide Housing Improvement Program

The purpose of this program is to improve the City of Watertown by promoting repair and rehabilitation of the existing housing stock. The primary objective is to eliminate any conditions that might become hazardous to the health or safety of the occupants of homes throughout the city. Insulation and weatherization and other repairs or improvements will also be encouraged.

ELIGIBILITY REQUIREMENTS

Assistance will be available to help pay the cost of eligible improvements in residential properties that are owned or occupied by lower income households (income below 80% of median). Applications must be filed by the property owner. Proof of ownership will be required in the form of a deed or land contract that is recorded in the office of the County Clerk.

Applicants must secure adequate insurance for the property before any work is done under this program. In addition, all real estate taxes must be paid and all charges for water & sewer must be current for the property where improvements are being considered and all other properties owned by the applicant in the City of Watertown.

FINANCIAL ASSISTANCE
Owner-Occupied Properties

Financial assistance will be available to help pay the cost of eligible improvements in homes with owner-occupants who qualify as Lower Income under the income limits established by HUD. Rental apartments in owner-occupied properties are also eligible for assistance if the tenants qualify as Lower Income.

Grants will be available to eligible owner-occupants to cover the cost of eligible improvements depending on the family size and household income of the property owner,

INCOME LIMITS

These income limits are established by HUD and revised each year. Every household must qualify under these income limits at the time assistance is approved under this program.

Family Size	Household Income
(Effective March 6, 2015)	
1-Person	$34,300
2-Person	$39,200
3-Person	$44,100
4-Person	$48,950
5-Person	$52,900
6-Person	$56,800
7-Person	$60,700
8-Person	$64,650

FINANCIAL ASSISTANCE
Rental Properties

Financial assistance will be available to help pay the cost of eligible improvements in rental apartments occupied by households that qualify as Lower Income. Assistance can be available for vacant apartments if the owner agrees to rent those apartments to families that qualify as Lower Income with rents that do not exceed the current fair market rents (including utility expenses).

Rental property owners must agree to limit rent increases for a period of five years after all work is completed in their apartments as a condition of receiving assistance under this program. This requirement assures that all apartments improves under this program will remain affordable to Lower Income families.

RENT LIMITS

Rents for any apartment (including an allowance for utilities) cannot exceed these limits.

(Effective October 1, 2014)

0-Bedroom	$702/month
1-Bedroom	$808/month
2-Bedroom	$1,050/month
3-Bedroom	$1,335/month
4-Bedroom	$1,507/month