

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 contractors who will be asked to give proposals for this work. All contractors must be approved 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

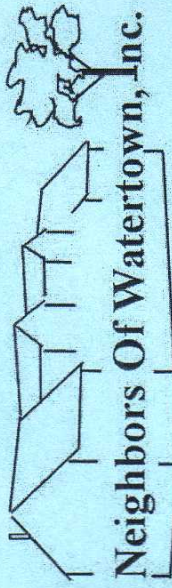
Preference will be given to applicants with the greatest need based on the following criteria:

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



City-Wide Housing Improvement Program

Jeffrey E. Graham, Mayor

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