



## REBUILDING DAY APPLICATION

Dear Homeowner:

Included in this package is an application for our home repair and renovation services through our Rebuilding Day program. Before you begin filling out the application please take a few minutes to read through the information below about our application and selection process so you can know what to expect over the coming months. Please note Rebuilding Together Dutchess County serves owner-occupied homes in Dutchess County and that the application process is a lengthy one. Should you apply, please understand that it may take a few months for you to hear from us and we ask that you have patience while we review the numerous applications we receive.

### Application Period:

Applications received from June 1 – September 30, 2023 are for possible consideration of service in 2024. Rebuilding Together Dutchess County (RTDC) staff will review your application and determine if you are qualified for our services. Qualification means that you meet our basic income and home ownership eligibility requirements; this does not mean that you have been selected to receive services. Whether or not you qualify, you will receive notification from us.

Following qualification for services, you will be contacted by an RTDC staff member who will schedule one or more appointments at your home to discuss the program with you and look at your home to determine what critical home repairs are needed to help ensure that you are able to live in a safe and healthy home environment. Making you independent in a warm, safe, and dry home is our main priority.

**PLEASE NOTE:** Having an RTDC staff member visit your home does **NOT** mean that you have been selected for our programs.

### Selection Period:

Unfortunately, not all homes can be selected. Our organization is funded through sponsorships and grants from the community and RTDC must base the number of homes completed on the funds available to us. Once all qualified homeowners have had their homes visited and/or inspected, RTDC will review all of the applicants and select the homes to be repaired. Rebuilding Day services typically take place from the spring through the fall. If an opportunity arises to have repairs completed at your home, an RTDC staff member will contact you to discuss this process and the anticipated timeframe as to when the work will be completed.

If you have any questions about the application process, feel free to call the office at 845-454-7310. Please make sure you read through the application instructions so that nothing is left out and your application can be processed as quickly as possible.

Sincerely,

*Rebuilding Together Dutchess County*



**REBUILDING TOGETHER DUTCHESS COUNTY**  
**2023 Rebuilding Day Application – Dutchess County**

This Institution is an Equal Opportunity Provider

**ELIGIBILITY**

Please remember that Rebuilding Together Dutchess County is able to serve owner-occupied homes located in Dutchess County, NY and applicants must be income qualified to be considered for this program.

Total gross income for the applicant household must not exceed:

Household Size	1	2	3	4	5	6	7	8
Total Gross Income	\$66,300	\$75,750	\$85,200	\$94,650	\$102,250	\$109,800	\$117,400	\$124,950

If the applicant answers YES to any of the following questions, they are NOT ELIGIBLE to be served by the Rebuilding Day program:

- Is your home’s assessed full market value greater than \$368,000?  Yes  No  
 If you are unsure, RTDC can look this up. Call (845) 454-7310.
- Are you currently past due in your property and/or school tax payments?  Yes  No
- Do you live in a mobile home?  Yes  No  
 If yes, RTDC is only able to provide accessibility ramps
- If you have a mortgage, is it currently delinquent?  Yes  No
- Have you been served by any RTDC program in the past 5 years?  Yes  No  
 Answering ‘yes’ does not necessarily mean you are ineligible.
- Are you a renter of this home (do you pay rent to a landlord)?  Yes  No
- Is this home uninsured?  Yes  No
- Is this home located outside of Dutchess County?  Yes  No
- Do you live in a home other than the one you are seeking assistance for?  Yes  No



SECTION 1 - HOMEOWNER INFORMATION

Homeowner Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Married  Widowed  Single  Divorced/Separated  Male  Female

Are you disabled:  Yes  No Do you receive compensation for this disability?  Yes  No

Please describe the nature of the disability:

\_\_\_\_\_

Additional Homeowner Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Married  Widowed  Single

Divorced/Separated Male Female

Are you disabled:  Yes  No Do you receive compensation for this disability?  Yes  No

Please describe the nature of the disability:

\_\_\_\_\_

Persons listed on the deed of the home:

\_\_\_\_\_

SECTION 2 – PROPERTY INFORMATION

Street Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

\_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address, if different from above: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Alternate Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_ Relation: \_\_\_\_\_

\_\_\_\_\_

Municipality (to which town do you pay property taxes): \_\_\_\_\_

How long have you owned the home? \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

What kind of home do you live in?  single family  multi-family  condo/townhome  mobile home\*

\* Mobile homes are only eligible for accessibility ramps.

SECTION 3 – REPAIRS NEEDED

What repairs are needed to ensure that you are able to live in a warm, safe, dry and independent home environment?

*Please attach an additional sheet if needed*

- 1.
- 2.
- 3.
- 4.

SECTION 4 – HOUSEHOLD INFORMATION

Information about all household residents, including the homeowner(s):

Name	Date of Birth	Gender	Relationship (homeowner, child, sister, etc.)	Disability (Y/N)	Veteran (Y/N)	Total Monthly Gross Income	Source(s) of Income
<i>Ex. Jane Doe</i>	<i>4/20/50</i>	<i>F</i>	<i>Homeowner</i>	<i>Y</i>	<i>N</i>	<i>\$2,250</i>	<i>SS, pension</i>
						\$	
						\$	
						\$	
						\$	
						\$	
						\$	
						\$	
						\$	

SECTION 5 – VERIFICATION OF INCOME

Proof of Income: Proof of income for ALL persons living in the home is REQUIRED.

Send all documents that are applicable and check off those being submitted:

- full tax returns
- pay stubs for wages/salary (2 months' worth)
- current social security benefit statement
- current disability statement
- unemployment statement
- IRA/pension statement
- interest/dividend statements
- rent receipts or letter from tenant outlining rent paid to the applicant
- child support/alimony payments
- other income received by or on behalf of any household member not listed above:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Note: bank statements are NOT valid proof of income.

Sign here to certify that the documents being submitted represent ALL sources of income for ALL the household residents:

Homeowner: \_\_\_\_\_

Additional Homeowner: \_\_\_\_\_

*Applications received without proper proof of income will not be considered for service.*

SECTION 6 – APPLICANT AGREEMENT

**WARNING!!** It is a Federal crime punishable by fine and/or imprisonment to knowingly make false statements concerning any of the above facts as applicable under the provisions of Title 18, US Code, Section 1014.

**IMPORTANT – READ CAREFULLY:**

*All individuals listed on the deed of this property, whether living in the home or not, must agree to the terms and sign below:*

Applicants certify agreement to statements below (please check each box):

- I certify that I do not have the financial means (savings, investments, etc.) to perform the repairs for which I am applying.
- I certify that the above statements are true, accurate, and complete to the best of my knowledge and belief.
- This application and all supporting documentation submitted shall remain the property of Rebuilding Together Dutchess County (herein referred to as RTDC), to which it is submitted for the purpose of obtaining assistance.
- I hereby consent to and authorize RTDC, after providing me reasonable notice, to enter the property for the purpose of determining the need and scope of the repairs specified above.
- That there will be no charge to me for the work performed and that RTDC makes no warranty on the work completed by its volunteers.
- That if I, the deed holder(s), sell my home within a minimum of two years after the last date of work at my home by RTDC, I will pay RTDC the value of materials and supplies expended by RTDC in its work on my property and will also pay RTDC for the value of the labor of its volunteers based upon the Points of Light Foundation formula for estimating the value of volunteer labor.
- I agree to allow press coverage and photography of RTDC’s work on my home and to the use of images of myself and my home in appropriate publications and media outlets. (Address and telephone numbers will not be released).
- I certify that all individuals living in this home are legal US residents.

\_\_\_\_\_  
Applicant Signature (required)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Additional Deed Holder’s Signature (required)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Additional Deed Holders Signature (required)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Please submit by one of these methods:  
MAIL: PO Box 3695, Poughkeepsie, NY 12603  
FAX: (845) 454-7378  
EMAIL: [info@RTDutchess.org](mailto:info@RTDutchess.org)

If you have any questions, please call (845) 454-7310 or email [info@RTDutchess.org](mailto:info@RTDutchess.org)

Internal Use:  
Office Inquiry



