



January 2024

Dear _____:

We are pleased to share that the city of SeaTac continues to offer the SeaTac Minor Home Repair program. The program provides subsidized minor home repairs for income eligible SeaTac homeowners. We continue to be funded through federal Community Development Block Grant funds and the use of these funds requires that:

- We collect income and demographic data annually; as such we require current income verification for our files (you may use current income tax forms or current statements). If we have a copy of your forms in the file that is less than one year old, we can move forward. Each application must have the homeowner's signature.
- We request proof of home ownership (you may use tax or assessment records)
- We assess each job for lead based paint risks, historical preservation, and environmental impacts prior to undertaking any work. Work on older homes requires photo documentation.

Residents will still be required to have owned and occupied their home for at least one year, have current homeowner's insurance, and not intend to move in the near future.

Health and safety needs will be prioritized and there will be a cap to the dollar value of repairs that residents qualify for. There is a lifetime cap of \$10,000.00, and the cap is designed to allow us to serve as many residents as possible in an equitable manner. Additionally, we encourage clients to submit only one proposed job at a time.

During a repair, there may be finish work that is not covered by our program. For example, repairs to a wall crack should result in as close a match as possible to existing texture and plane. Our priority is not to match existing colors. Our priority is to perform the repair in a safe and quality manner, but cosmetic finishing is not a covered service.

All minor home repair contractors are licensed, bonded, and insured.

To access the program residents should call my office at 206-973-4815. I will review the homeowner's income and eligibility. If the project is approved, I will then refer you to one of the contractors. Work will not be performed without authorization from my office.

Please feel free to call if you have any questions about the Minor Home Repair Program.

Sincerely,

Kim Cooper
Human Services Coordinator
206-973-4815



CITY OF SEATAC
 Community and Economic
 Development Department
 4800 S. 188th Street
 SeaTac, WA 98188
 (206) 973.4815

**Minor Home Repair Program
 Application for Services
 2024**

APPLICANT:

Last name:	First name:	M.I.:
Street Address & Zip code:		
Name of Property Owner:		
Type of Ownership verification (deed, tax bill, etc.)		
Home phone:	E-mail:	

OCCUPANTS:
 Please list all occupants at this address including spouse, children, roommates and yourself.

Occupant Name (Last, First, M. I.):	Occupation	Date of Birth	Gross Income

Provide proof of income: Total Annual Household Income \$ _____

ETHNICITY & GENDER OF APPLICANT:

Male Female Are you Hispanic or Latino? Yes No

WHAT IS YOUR RACE:

<input type="checkbox"/> White	<input type="checkbox"/> Native Hawaiian/Other Pacific Islander
<input type="checkbox"/> Black/African American	<input type="checkbox"/> American/Indian/Alaskan Native & White
<input type="checkbox"/> Asian	<input type="checkbox"/> Asian & White
<input type="checkbox"/> American Indian/Alaskan Native American	<input type="checkbox"/> Black/African American & White
<input type="checkbox"/> Other Multi-racial	<input type="checkbox"/> American Indian/Alaskan Native

HOME TYPE:

<input type="checkbox"/> Single Family	<input type="checkbox"/> Townhouse
<input type="checkbox"/> Duplex	<input type="checkbox"/> Factory Assembled Structure
<input type="checkbox"/> Condominium	(mobile or manufactured home)

INCOME VERIFICATION:

18 and older: (Please attach documentation of all sources of income received including IRS 1040, SSI/SSA, TANF, GAU, Child Support, etc.)	\$
Current market value of home:	\$

If your GROSS income (before taxes) is less than the amount shown for the family sized listed on the left, you may qualify for the Minor Home Repair Program.

2024 HUD INCOME GUIDELINES			
<i>Median Family Income = \$147,400 for a family of 4</i>			
Effective June 15, 2024			
FAMILY SIZE	30% MEDIAN VERY LOW-INCOME	50% MEDIAN LOW-INCOME	80% MEDIAN MODERATE-INCOME
1	\$31,650	\$52,700	\$77,700
2	\$36,200	\$60,250	\$88,800
3	\$40,700	\$67,800	\$99,900
4	\$45,200	\$75,350	\$110,950
5	\$48,850	\$81,400	\$119,850
6	\$52,450	\$87,450	\$128,750
7	\$56,050	\$93,400	\$137,600
8	\$59,700	\$99,450	\$146,500
Fee Assistance	70%	50%	20%

This application will not be processed until ALL documentation is received. Information is confidential for the sole purpose of qualifying for this program. It is not necessary to disclose your Social Security Number or your bank account numbers.

Documents proving home ownership can include property tax assessments, deeds, mortgages or real estate contracts. For mobile homes, please send copies of the title or registration certificate.

Documents verifying income/assets can include your most recent Federal Tax return, signed if you've filed; paychecks for the last two months; statement of monthly unemployment benefits or SSI/SSA award letters; pension; as well as your most recent two statements for bank accounts and investments.

AGREEMENT:

I understand that the above information is being collected by HUD to verify my eligibility for services under this program. I declare and certify, under penalty of law, that I have examined this statement and to the best of my knowledge and belief, this information is true, correct and complete. I have requested the repairs and services from the City of SeaTac and hereby indemnify and hold harmless the City of SeaTac and King County, and both entities' officers, employees, and contractors from and against any and all claims, losses or liability, including attorney's fees, arising from injury or death to persons or damage to property arising out of my participation in the Minor Home Repair Program, including but not limited to the repairs and services performed on my home and property. Warranties and guarantees, if any, are limited to those offered by the manufacturer of products installed at the property or by the contractor when a contractor has been retained by the City of SeaTac to perform specified repairs on behalf of the homeowner. The City of SeaTac will make payment on behalf of the homeowner.

_____ Applicant Signature

_____ Date

I declare that I have certain chemical sensitivities that could be used in the repairs to my home and would like to discuss with the contractor prior to the start of the work.

Initial: _____

The City of SeaTac reserves the right to take photos of the repairs to meet King County and HUD requirements.

Optional: I hereby give my permission to the City of SeaTac to take photos of my home or property, which might include me, my spouse, child (children) or other members of my household, for possible use in publications promoting the Minor Home Repair program for the City of SeaTac.

Initial: _____

NATURE OF REQUESTED WORK:

FOR OFFICE USE ONLY:

EL VL L

Notes:

NOTIFICATION

Watch Out for Lead-Based Paint Poisoning

Sources of Lead Based Paint

The interiors of older homes and apartments often have layers of lead-based paint on the walls, ceilings, windowsills, doors, and door frames. Lead-based paint and primers may also have been used on outside porches, railings, garages, fire escapes and lamp posts. When the paint chips, flakes, or peels off, there may be a real danger for babies and young children. Children may eat paint chips or chew on painted railings, windowsills, or other items when parents are not around. Children can also ingest lead even if they do not specifically eat paint chips. For example, when children play in an area where there are loose paint chips or dust particles containing lead, they may get these particles on their hands, put their hands into their mouths and ingest a dangerous amount of lead.

Hazards of Lead-Based Paint

Lead poisoning is dangerous, especially to children under the age of seven (7). It can eventually cause mental retardation, blindness and even death.

Symptoms of Lead-Based Paint Poisoning

Has your child been especially cranky or irritable? Is he or she eating normally? Does your child have stomach aches and vomiting? Does he or she complain about headaches? Is your child unwilling to play? These may be signs of lead poisoning. Many times, though, there are no symptoms at all. Because there are no symptoms does not mean that you should not be concerned if you believe your child has been exposed to lead-based paint.

Advisability and Availability of Blood Lead Level Screening

If you suspect that your child has eaten chips of paint or someone told you this, you should take your child to the doctor or clinic for testing. If the test shows that your child has an elevated blood lead level, treatment is available. Contact your doctor or local health department for help and more information. Lead screening and treatment are available through the Medicaid Program for those who are eligible. If your child is certified as having an elevated blood lead level, you should immediately notify the Community Development or other agency to which you or your landlord is applying for rehabilitation assistance so the necessary steps can be taken to test your unit for lead-based paint hazards. If your unit does have lead-based paint, you may be eligible for assistance to abate that hazard.

Precautions to take to Prevent Lead-Based Paint Poisoning

You can avoid lead-based paint poisoning by performing some preventative maintenance. Look at your walls, ceiling, doors, door frames, and windowsills. Are there places where the paint is peeling, flaking, chipping, or powdering? If so, there are some things you can do immediately to protect your child:

- a) Cover all furniture and appliances.
- b) Get a broom or stiff brush and remove all loose pieces of paint from walls, woodwork, window wells, and ceilings.
- c) Sweep up all pieces of paint and plaster and put them in a paper bag or wrap them in newspaper. Put these packages in the trash can. **DO NOT BURN THEM.**
- d) Do not leave paint chips on the floor in window wells. Damp mop floors and windowsills in and around the work area to remove all dust and paint particles. Keeping these areas clear of paint chips, dust and dirt is easy and very important; and
- e) Do not allow loose paint to remain within your children's reach since children may pick loose paint off the lower part of the walls.

Homeowner Maintenance and Treatment of lead-Based Paint Hazards

As a homeowner, you should take the necessary steps to keep your home in good shape. Water leaks from faulty plumbing, defective roofs, and exterior holes or breaks may admit rain and dampness into the interior of your home. These conditions damage walls and ceiling and cause paint to peel, crack, or flake. These conditions should be corrected immediately. Before repainting, all surfaces that are peeling, cracking, chipping, or loose should be thoroughly cleaned by scraping or brushing the loose paint from the surface, then repainting with two (2) coats of non-lead-based paint. Instead of scraping and repainting, the surface may be covered with other material such as wallboard, gypsum, or paneling. Beware that when lead-based paint is removed by scraping or sanding, dust is created, which may be hazardous. The dust can enter the body either by breathing it or swallowing it. The use of heat or paint removers could create a vapor or fume which may cause poisoning if inhaled over a long period of time. Whenever possible, the removal of lead-based paint should take place when there are no children or pregnant women on the premises. Simple painting over defective lead-based paint surfaces does not eliminate the hazard. Remember that you as an adult play a major role in the prevention of lead poisoning. Your actions and awareness about the lead problem can make a big difference.

Tenant and Homebuyer Responsibilities

You should immediately notify the management office or the agency through which you are purchasing your home if the unit has flaking, chipping, powdering, or peeling paint, water leaks from plumbing, or a defective roof. You should cooperate with that office's effort to repair the unit.

I have received a copy of the EPA pamphlet, *'RENOVATE RIGHT'* informing me of the potential risk of the lead hazard exposure from renovation activity to be performed in my dwelling unit. I received this pamphlet before the work began.

Printed name of Recipient

Date

Signature of Recipient

Please sign and return with your Minor Home Repair Application