LOCAL HOUSING TRUST FUND
AFFORDABLE HOUSING AID POLICY

Purpose
This program helps households perform home repairs that would normally be a financial burden. The funding for this program was received through the Statewide Affordable Housing Aid Program. The program will be for any residential homes within Faribault County that meets the requirements established by the EDA.

Availability
Each applicant may apply for up to $15,000 in assistance by submitting the attached application to the Faribault County EDA. Homeowners will be required to sign paperwork ensuring the loan will be used for home repairs, sign a promissory note, provide an estimate for the work, and secure a building permit- if one is necessary for the scope of work. Loans may be provided to the extent funding is available in the Affordable Housing Aid Program.

Terms
Funding will be disbursed on a first-come, first-served basis. Funds shall be forgiven at a rate of 10% annually over a ten-year period. If the property is sold prior to the completion of the ten-year term, the remaining balance shall be due at the time of sale. Properties held under a contract for deed are not eligible for this program. As a condition of funding, the Faribault County EDA will record a mortgage against the property.

Applicant Eligibility
Loans are available to owners of single-family homes, including manufactured (“mobile”) homes built on or after June 15, 1976, located within Faribault County. Additionally, owners of single-family homes must verify that their household income (combined income of all persons living in the home over the age of 18), is not more than the Household Income Limits (80% Area Median Income) established for Faribault County, Minnesota, reported annually by the U.S. Department of Housing and Urban Development (HUD)**.** The current year limits are listed at the bottom of this Policy. Applicants must reside in the home to be repaired for at least ten years from the completion date of the approved work. Must be homesteaded as the primary residence

Eligible Uses for Affordable Housing Aid Program
The Affordable Housing Aid Program can provide assistance with projects such as roof, siding and window repairs; minor masonry and foundation repair; plumbing, electrical, and mechanical system repairs or change-outs; accessibility improvements; and permits required in conjunction with performing eligible projects approved under this Program. Proposed improvements must conform to the local government’s Building Code and Zoning Ordinance.

When Payment Made
All payments will be issued directly to the contractor upon completion of the work. In cases where the homeowner purchases materials and does the labor, reimbursement will be limited to material expenses only. Payment will be made upon approval of an application and successful execution of all required documents.

The Faribault County EDA prohibits discrimination against any applicants of the Affordable Housing Aid program because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, or any other characteristic protected under applicable Federal and State Law.

2025 HUD Income Limits, by Household Size:

1 person $53,350 / 2 people $60,950 / 3 people $68,550 / 4 people $76,150 / 5 people $82,250 / 6 people $88,350 / 7 people $94,450 / 8 people $100,550

Faribault County
Affordable Housing Aid Program

APPLICATION

Date of Application: _____/______/20____

APPLICANT INFORMATION

Name:			
Address:			
Email:		**Phone:**	

PROPERTY INFORMATION

Building Address:	
Parcel Number(s):	

Housing Type: ▫ House ▫ Manufactured Home ▫ Modular Home

Do you own the home?: ▫ Yes ▫ No

Year Built:

List all persons presently living in your home:

Full Name	Age	Sex	Race	Disabled	FT Student	Relationship
						Head of Household

WORK DESCRIPTION

Funding Request:	
Potential Completion Date	

Type of Work

- ☐ Roof, siding, or window repair or replacement
- ☐ Masonry and foundation repair
- ☐ Plumbing, electrical, and mechanical system repairs or change-outs
- ☐ Accessibility Improvements
- ☐ Permits

Work Description

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APPLICATION MUST BE SUBMITTED PRIOR TO CONDUCTING ANY WORK AND MUST INCLUDE:

- ☐ Verification of home ownership (copy of recorded deed)
- ☐ Verification that household income is at or below 80% AMI (copy of most recent tax statement / IRS Form-1040)
- ☐ Proof of current property insurance
- ☐ Proof that property taxes are current (copy of recent tax receipt)
- ☐ Proof that mortgage payments are current (if applicable)
- ☐ Estimate of work to be performed (estimate from contractor or cost of materials included in the scope of work).
- ☐ Photo(s) of subject property showing substandard condition(s) and where improvements are to be made (if applicable).

I have read and understand the Policy for the Affordable Housing Aid Program. I authorize this program to verify the information and understand that false or misleading information provided by me may cause this application to be denied. I intend to use the funds for the purpose(s) stated in this application and will continue to reside in the home to be repaired for the duration of the program. I agree that if false or misleading information provided by me in this application is discovered after the work is completed, I will be held liable for the cost of the work performed, plus interest, and other fees associated with recovering the funds.

SIGNATURE OF APPLICANT: ____ DATE: ____________

Date Application Received:			**Project Completion Date:**	
□ Income meets requirements			□ Home ownership verified	
□ Project Estimate submitted			□ Photos submitted (if applicable)	
□ Building permit issued □ Permit not required to conduct work			Permit #____________	
□ Approved Amount: $__________	□ Denied		□ Check issued: #__________ Issue Date:	
Comments: ______________________________ ______________________________ ______________________________				
Building Official or Designee:			Date:	
Zoning Administrator or Designee:			Date:	

The Faribault County EDA prohibits discrimination against any applicants of the Fix-Up Fund program because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, or any other characteristic protected under applicable Federal and State Law.

ANNUAL HOUSEHOLD INCOME WORKSHEET

Use this worksheet to calculate TOTAL GROSS Annual Household Income from all persons over the age of 18 years* who live in the home, including any support income or Social Security for children. You may use extra sheets if necessary, then total all amounts on one worksheet.
Earnings in excess of **$480 for each full-time student over **18** years or older to be excluded (except for head of household or spouse)*

Use the following calculations for all relevant Annual Income:**

Wages, pensions, annuities, etc: Paid **-** weekly x **52**, every 2 weeks x **26,** twice a month x **24,** monthly x **12** (use **Gross Pay (Income)** = amount before deductions, include overtime, commissions, fees, tips, bonuses etc.)
Overtime, commissions, tips, etc: Should be averaged for the last year.
Part Time Employment: Should be averaged for the last year.
Self-Employment: Average of net income from last **2** years tax return Schedules **C, E** or **F**
Rental: Monthly Rent paid to a household member x 12**;** deduct interest on mortgage, insurance, taxes & maintenance
Social Security, Public Assistance, Child Support, Alimony, Disability, Unemployment, Retirement, Worker's Compensation, etc: Amount x Number of Payments per Year

****You likely will not have income for all of these categories. These represent common types of income that are required to be reported.**

Annual Income (based on calculations above)

Wage Income (#l)________________________________

Wage Income (#2)________________________________

Wage Income (#3)________________________________

Self-Employment________________________________

Interest Income________________________________

Dividend Income________________________________

Rental Income________________________________

Child Support________________________________

Alimony________________________________

Social Security________________________________

SSI________________________________

Pension/Retirement________________________________

Disability________________________________

Public Assistance________________________________

Other (State What)________________________________

TOTAL ANNUAL INCOME **$__________________**

Please attach relevant income verification to this Worksheet and submit it with your application.

I declare under penalty of perjury that everything I have stated in this document is true and correct.

Signature______________________________ Date________________________

Faribault County
Affordable Aid Housing Program
ADMINISTRATIVE PROCESS

Faribault County is now accepting applications for the Affordable Aid Housing Program. Please see the full policy and application for further information not shown on this summary page.

Applications need to be turned into the Faribault County EDA Office during open business hours. Applications will be processed on a first-come, first-served basis. Incomplete applications will not be accepted and will need to be resubmitted as a new application. Applicants will be notified within 8 weeks of the application submission date if their application was accepted or declined.

If your application is accepted but funds have been exhausted, you will be notified and placed on a waiting list. When funds are available you will be contacted to see if you are still interested in the program at that time.

If your application is accepted and there are funds available, you will be contacted to go through the loan disbursement process.

Contact
Jim Langborg
Faribault County EDA Specialist
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Jim.Langborg@cedausa.com