



APPLICATION FOR REBUILDING TOGETHER TULSA'S REPAIR PROGRAM

918-742-6241 ext. 1 if you have questions

Rebuilding Together Tulsa provides no-cost repairs in four programs (detailed below). Each repair made focuses on providing a safe, secure, and weatherproof home for the homeowner.

Applicant Criteria:

- Homes must be owner occupied (we do not assist rental units, lease to own, or homes used for business).
- Homes must be located in the Tulsa City Limits.
- Mortgage payments and property taxes must be current.
- All utilities must be turned on (water, electricity and gas).
- Household must meet income guidelines (chart below).
- Homeowner must have lived in your home a minimum of 3 years.
- Homeowner intends to stay in the home for at least 5 years.
- May not apply if you have received services from Rebuilding Together Tulsa within the last 5 years.

Rebuilding Together Tulsa applicant eligibility will not be based on race, color, national origin, age, sexual orientation, sex, religion, familial status or disability.

Program Income Limits: Total income allowed for the total number of people owning and living in the home.

Note: Income limits for roof applicants may vary according to Program funding.

1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people
\$35,800	\$40,900	\$46,000	\$51,000	\$55,200	\$59,300	\$63,400	\$67,500

Repair Program: May include:

Roof	Repairing or replacing roof (no detached garages)
Energy Efficiency (EE)	A Blower Door Test will be performed to determine air leakage. May include attic insulation, repairing broken windows/doors, sheetrock repair, etc.
Safe at Home (SAH)	Grab bars, handrails, wheelchair ramps, accessibility modifications
Repairs Offered Other Times (ROOT)	Minor carpentry, exterior carpentry, debris removal, minor electrical and plumbing repairs, exterior paint

Submitting an application does not guarantee repairs will be made to your home.



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How to apply- Return the completed application with **copies** of the following
Required Documents:

- **Proof of Income** for all names listed on the ownership of the home AND all residents of the home over the age of 18 years old.
 - Copies of the following are acceptable: SSI/SSDI benefits statement, W2, 3 consecutive months of current paystubs or most recent income tax return
- **Driver's License** or State Issued ID-all owners and residents of home over 18 years old
- **Proof of Homeownership**
 - Current Mortgage Statement (if house is not paid off)
 - Current Tax Assessor statement
- **Current PSO/AEP** (electric bill)-must be in homeowner's name
- Signed Rebuilding Together Tulsa homeowner agreement, photo release, and Statement of Eligibility.
- If you are a Veteran: Copy of DD214 (Honorable Discharge Papers)

Incomplete applications will not be processed.

Applications & copies of all required documents must be mailed to:
Rebuilding Together Tulsa
14 East 7th Street
Tulsa, Oklahoma 74119

Next step- Once your complete application is received and processed, a RTT staff member will contact you schedule a home visit. Please be patient, this could take awhile.

All qualifying applicants will be visited by a RTT evaluation team to determine the repair needs of the home.

Homes will be selected on the basis of RTT's ability to acquire resources to accomplish the necessary repairs.

Keep this copy for your records

Submitting an application does *not* guarantee repairs will be made to your home.

Homeowner's Agreement

Homeowner(s) Name(s): _____
Homeowner(s) Address: _____ Tulsa, OK Zip Code: **74** _____

I (we) give permission for Rebuilding Together Tulsa (RTT), its volunteers, and contractors to perform repairs and improvements on my (our) home located at the address listed above.

I (we) understand that Rebuilding Together Tulsa is a non-profit group of volunteers and as such they cannot make promises as to the specific work that will be done.

The general plan for the repairs and improvements has been explained to me (us) by the representative from RTT, but I (we) give Rebuilding Together Tulsa full authority to determine the extent and types of repairs and improvements to be performed even if they should fail to notify me (us) on any change from the original plan.

I (we) understand that the repairs and improvements will be performed free of charge, and Rebuilding Together Tulsa and its contractors and volunteers disclaim all warranties, expressed or implied, concerning the repairs. Some or all of the repairs and improvements may be performed by volunteers, some or all of who may be skilled. Some repairs and improvements will be performed by a licensed contractor and may, but are not guaranteed to, have a warranty on the repairs provided by that specific contractor.

I (we) agree that I (we) will cooperate with the RTT staff, Contractor, Team Leader and Team. If there are family members on the premises who are unable to work, for their safety and that of the workers, please be sure that they are not present in the location where the work is taking place.

I (we) understand that as with RTT's volunteers and paid contractors, no one who works on the project can be under the influence of alcohol, drugs or any other illegal substances, and there cannot be any illegal practice or procedure on the premises while the project is underway. If at any time Rebuilding Together Tulsa or the Team Lead considers that there is illegal or unsafe activity, or that there is a threat to the safety of the workers, the work will stop and the team will be immediately pulled from the project.

I (we) understand that the work will be scheduled by RTT and the contractor and that it may be necessary to perform some preparations, repairs, improvements, and clean-up prior to and/or after the scheduled date.

In consideration of the repairs and improvements, I (we) further hold Rebuilding Together Tulsa, Inc., its officers, directors, employees, agents, donors, volunteers, and other affiliates, collectively and/or individually, harmless from any claims and liabilities arising at any time as a result of the repairs and/or improvements, including, without limitation, any rights or causes of action resulting from personal injury or death, or damage to my (our) property, directly or indirectly arising from the repairs and/or improvements or defects in material or workmanship. I (we) understand that Rebuilding Together Tulsa will not provide maintenance or upkeep to repairs made.

I (we) further acknowledge and confirm that Rebuilding Together Tulsa does not warrant the repairs and/or improvements performed on my (our) home, and I (we) hereby disclaim any and all applicable express and implied warranties including but not limited warranties of habitability, merchantability of fitness for a particular purpose.

I (we) also grant to Rebuilding Together Tulsa permission to take or have taken, still and moving photographs and films including television pictures of my (our) home. I (we) consent and authorize Rebuilding Together Tulsa, its advertising agencies, news media and any other Peoples interested in Rebuilding Together Tulsa and its works, to use and reproduce the photographs, films, and pictures and to circulate and publicize the same by all means including, without limiting the generality of the foregoing, newspapers, television media, brochures, pamphlets, instructional materials, books and clinical material. No inducements or promises have been made to me (us) to secure my (our) signature to this release other than the intention of Rebuilding Together Tulsa to perform the repairs and improvements and to use such photographs, films and pictures for the primary purpose of promoting and aiding its program and its works.

Homeowner signature (s) _____ Signed this _____ day of _____, 201_____



Application for Rebuilding Together Tulsa's Repair Program

Mail to: 14 East 7th Street Tulsa, OK 74119

Applicant Information (applicant must be the homeowner and head of household)		
Name:	Date of Birth:	
Spouse/Co-Owner's Name:	Date of Birth:	
Street Address:	Zip Code:	
Home phone number:	Cell phone number:	Email address:
Alternate Contact Name:	Relationship:	Phone number:

House Information		
How many years have you lived in your home:		
Do you own other property? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what is it used for?	
Do you plan to remain in your home for at least 5 years? <input type="checkbox"/> Yes <input type="checkbox"/> No	If no, explain:	
Have you applied to other agencies for these repairs? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, which one? <input type="checkbox"/> City of Tulsa/WI <input type="checkbox"/> Habitat for Humanity <input type="checkbox"/> Titan <input type="checkbox"/> Other:	
Are you on another agency's waiting list for the requested repairs? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, which one? <input type="checkbox"/> City of Tulsa/WIN <input type="checkbox"/> Habitat for Humanity <input type="checkbox"/> Titan <input type="checkbox"/> Other:	
Do you have a caseworker? <input type="checkbox"/> Yes <input type="checkbox"/> No	Name:	Phone number:

Previous RTT Services	
Have you applied to RTT before? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when?
Have you received prior services from RTT? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what year?
Military Background Information	
Are you or anyone in your household a veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No	Branch: Rank:

Submitting an application does *not* guarantee repairs will be made to your home.

Household Income

This chart will determine eligibility for RTT's repair programs.
 Circle the total number of people who own and/or live in the home.

Total in household	1 Person	2 People	3 People	4 People	5 People	6 People	7 People	8 People
Total household income	\$35,800	\$40,900	\$46,000	\$51,000	\$55,200	\$59,300	\$63,400	\$67,500

Complete the following for ALL owners and residents of the home.
 You must include all income sources. If an owner/resident has no income, you must still list them and explain no income.
 Income verification is required for every adult (18 years old +) and/or benefits for all children.

Household member name	Relationship	Date of birth	Income source	Gross Monthly income	Living with a disability?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

How did you hear about Rebuilding Together Tulsa?

<input type="checkbox"/> Neighbor	Name:
<input type="checkbox"/> Family member	Name:
<input type="checkbox"/> Friend	Name:
<input type="checkbox"/> Church	Which one?
<input type="checkbox"/> Newspaper	
<input type="checkbox"/> TV	
<input type="checkbox"/> Other Agency	Which one?

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RTT's Home Health and Safety Checklist			
	Yes	No	Comments
Do you have working smoke detectors near each bedroom?			
Do you have a working Carbon monoxide detector?			
Do you have a working fire extinguisher?			
Do you have exterior lighting at your front and back doors?			
Do have grab bars in your bathtub/shower & near the toilet?			
Do you have secure handrails on all stairs?			
Do your electrical outlets work?			
Does your water heater work?			
Are the pathways in your home clear?			
Is your yard clear of debris?			
Is your home free of pests and/or rodents?			If No <input type="checkbox"/> Roaches <input type="checkbox"/> Mice <input type="checkbox"/> Other:
Is your flooring a tripping hazard?			
Can your house numbers be seen from the street?			
Does your roof leak?			
Do you have sheetrock damage on your ceilings? If yes, which rooms?			
Do you have sheetrock damage on your walls? If yes, which rooms?			
Do you have large cracks/gaps on the exterior of your home?			
Do your exterior doors close and lock properly?			
Do you have any broken/damaged windows? If yes, how many?			
Do your sinks, toilets and baths/showers function?			

Requested Repairs-This is only a list of repairs you hope to have completed. Final scope will be determined by RTT

Roof Program

Roof replacements may require additional paperwork. You may be required to sign a document stating you will remain in your home 5 years from the time of the roof replacement.

<input type="checkbox"/> Roof repairs	<input type="checkbox"/> Roof replacement	How old is your roof? <input type="checkbox"/> Original to the home <input type="checkbox"/> Less than 5 years old <input type="checkbox"/> I don't know <input type="checkbox"/> Other
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Energy Efficiency Program

A blower door test will be performed on your home to determine air leakage.

Have you received other energy Efficiency repairs from another Agency? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what agency/company made the repairs? If yes, when?
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<input type="checkbox"/> Attic Insulation	<input type="checkbox"/> Repair windows	<input type="checkbox"/> Replace exterior door(s)	<input type="checkbox"/> Wrap pipes
<input type="checkbox"/> Sheetrock repair-wall	<input type="checkbox"/> Replace windows	<input type="checkbox"/> Install Deadbolts	
<input type="checkbox"/> Sheetrock repair-ceiling	<input type="checkbox"/> Caulk windows	<input type="checkbox"/> Weather stripping	

Safe At Home Program

Repairs focus on providing a safe living environment.

<input type="checkbox"/> Wheelchair ramp	<input type="checkbox"/> Visible House #'s	<input type="checkbox"/> Grab bars	<input type="checkbox"/> Install ADA toilet
<input type="checkbox"/> Exterior handrails	<input type="checkbox"/> CO Monitor	<input type="checkbox"/> Handheld shower	<input type="checkbox"/> Install ADA faucet
<input type="checkbox"/> Widen doorway(s)	<input type="checkbox"/> Smoke detector	<input type="checkbox"/> Shower seat	<input type="checkbox"/> Remove hazardous flooring
<input type="checkbox"/> Clear pathway	<input type="checkbox"/> Exterior lighting		

ROOT Program

Repairs Offered Other Times

<input type="checkbox"/> Yard debris removal	<input type="checkbox"/> Siding repair	<input type="checkbox"/> Minor carpentry	<input type="checkbox"/> Exterior paint
<input type="checkbox"/> Minor plumbing	<input type="checkbox"/> Minor electrical		

Homeowner's Statement of Eligibility	Initial After Each Statement ▼
I, _____(homeowner), have asked Rebuilding Together Tulsa to provide repairs to my home at the address listed on page one of this application.	
I understand that Rebuilding Together Tulsa is funded by charitable donations and grants to provide assistance to low-income homeowners who have no other means to afford home repairs.	
I also understand that Rebuilding Together Tulsa is obligated to use its charitable donations and government funds only for assistance to eligible homeowners. In addition, I understand that to knowingly submit false information is considered fraud and punishable under law.	
The information submitted on my Homeowner Application is complete and correct.	
I am the owner of the home at the above address, or I share ownership with people who are also listed on ownership papers and are eligible to receive this assistance.	
This house address listed on page one of this application is my full-time residence.	
I, my spouse, partner and/or any other owners of my home have no other financial resources to afford the services that I have requested.	
I understand that Rebuilding Together Tulsa utilizes volunteers. When volunteers are present, anyone not able to help with repairs should not be present on job site and may be asked to leave.	
I understand that Rebuilding Together Tulsa will take pictures of the homeowner(s), the requested repairs, and the home.	
It is my intention to remain living in my home, barring catastrophic illness or death, for a minimum of 5 years after the completion of the work.	
I understand that all Oklahomans are Mandatory Reporters and if representatives of Rebuilding Together Tulsa observe abuse or neglect of children, adults or animals they are required under State Law to report it to the authorities.	
A preview of all areas of the interior and exterior of my home are <u>required</u> to be considered for Rebuilding Together Tulsa's services. I understand that if I do not comply, I <u>will not</u> be considered for repairs.	
<p>By signing my name to this statement, I guarantee that I am eligible to receive this assistance, but understand that eligibility does not guarantee services will be provided.</p> <p>Signature: _____ Date: _____</p>	

All qualifying applicants will be visited by a Rebuilding Together Tulsa evaluation team to determine the repair needs of the home. Homes will be selected on the basis of Rebuilding Together Tulsa's ability to acquire resources to accomplish the necessary repairs.

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Rebuilding Together Tulsa Photo Release

Must be returned with completed application

I (we) grant to Rebuilding Together Tulsa permission to take or have taken, **still and moving photographs and films** including television pictures of my (our) home and residents. I (we) consent and authorize Rebuilding Together Tulsa, its advertising agencies, news media and any other Peoples interested in Rebuilding Together Tulsa and its works, to use and reproduce the photographs, films, and pictures and to circulate and publicize the same by all means including, without limiting the generality of the foregoing, newspapers, television media, brochures, pamphlets, instructional materials, internet materials, books and clinical material.

I understand that this photo release must be signed before Rebuilding Together Tulsa will conduct a preview on my home.

Signature(s) _____

Date _____

Signature(s) _____

Date _____

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Homeowner(s) Name(s): _____
Homeowner(s) Address: _____ Tulsa, OK Zip Code: **74**_____

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Homeowner signature (s) _____ Signed this _____ day of _____, 20____

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