

## Prince William Area Neighborhood Housing Rehabilitation

The Prince William County Office of Housing and Community Development (OHCD) is responsible for administering the Prince William Area's (Prince William County, cities of Manassas and Manassas Park) Community Development Block Grant (CDBG) annual allocation. The Neighborhood Housing Rehabilitation Program is one of several CDBG supported initiatives administered by OHCD, and is available in these jurisdictions to eligible households as described below.

## Eligible Activities

Examples of eligible activities include:

- ◆ Installation of indoor plumbing
- ◆ Repair and/or replacement of roof
- ◆ Accessibility improvements (wheel chair ramps, kitchens, baths)
- ◆ Energy improvements (heating systems, doors, windows, insulation)
- ◆ Site improvements
- ◆ Foundation corrections



The program allows for all repairs to correct health and safety violations in order to make the property meet HUD's Housing Quality Standards (HQS).

## Are You Eligible?

Your gross household income must be at or below 80% of the area median income, adjusted for family size. OHCD can provide you with the income table. **Household with incomes at or below 50% of area median income will receive priority in being assisted.**

## Property Ownership

Recipients shall be the owner of record or have a 99 year leasehold interest in the property which is to be improved, and shall maintain that property as their primary residence. The property owner must provide a copy of the certified deed to the property to document ownership.



## Assistance for Homeowners

The amount of assistance provided for rehabilitation will be secured by a deferred deed of trust on the property. The trust will not be due and payable until the property ceases to be the principal residence, or is sold, or the borrower fails or neglects to pay the taxes, assessments, or premiums for hazard, flood (if required) or mortgage insurance, or terms of the deed of trust are violated.

## Payment to Contractor

The family, contractor, and the Office of Housing and Community Development (OHCD) will enter into a contract for the work to be completed. The County, with funds provided by the CDBG program and with the property owners written consent, shall pay the contractor for performance of work. OHCD will serve as funds disbursement agent on behalf of the property owner, authorizing payments under the contract to the contractor.



## Role of OHCD

OHCD staff will assess eligibility of the family and property, complete work write-up, assist property owner with contractor selection, inspect work, process funds disbursement on behalf of the property owner, and serve as a liaison between contractor and property owner.



## How to Apply

Those interested in Neighborhood Housing Rehabilitation can obtain a questionnaire by calling the Office of Housing and Community Development. Once the questionnaire is returned, it will be screened for preliminary eligibility requirements. Applicants deemed potentially eligible will be placed on a waiting list. Due to funding limitations, persons will be contacted from the list for formal application/interview as funds become available.



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