



IHPC ROOF STABILIZATION ASSISTANCE APPLICATION

Applications must be received by: December 31, 2021

Program Eligibility

The Indianapolis Historic Preservation Commission (IHPC), in partnership with Indiana Landmarks, is accepting applications for a Roof Stabilization Assistance Program (“Program”) that will assist qualifying homeowners with roof repair and/or replacement. Under the Program, a *residential property owner* may be eligible to apply for financial assistance in replacing or repairing the roof of their home if that home is within IHPC designated areas and is owner-occupied.

The following is criteria for a homeowner to be eligible for the Program:

- The homeowner must apply for the roof stabilization assistance program through IHPC using this form and must, if required, obtain a Certificate of Appropriateness by the IHPC (please contact IHPC staff at IHPC@indy.gov or 317-327-4406).
- 1. The structure must be a single-family residential structure and must be the owner-occupied primary residence of the applicant (primary structure only). Income-producing or rental properties are not eligible.
- 2. The request for funds shall only be for the repair or replacement of asphalt shingled roofs with new asphalt shingles on primary structures (no outbuildings or accessory structures). This may include new roof decking and roof venting. New gutters or other work will not be eligible for the roof stabilization Program funds.
- 3. The house must be located in one of the following historically-designated neighborhoods: ***Chatham-Arch, Fletcher Place, Herron-Morton Place, Woodruff Place, Lockerbie Square, Old Northside, St. Joseph, Fayette Street, Ransom Place, Cottage Home, Irvington, Cumberland and New Augusta.***
- 4. The homeowner’s combined income shall not exceed Federal HUD guidelines of 80% of the area median income:
 - a. The homeowner must provide Income and Asset Source Documents for all household members with income or assets (e.g. paystubs, W2s, Social Security statements, bank statements, etc. See below for more details on possible documentation to submit)
 - b. A Zero Income Affidavit must be provided for each adult in the household who does not have income. This document must be signed and notarized.
- 5. The homeowner must be current on applicable property taxes. Homeowner must provide proof that current property taxes have been paid in full. Proof can be provided in the form of a most recent tax bill and payment or documentation from the Office of the Marion County Treasurer.
- 6. The homeowner must provide proof of homeowner’s insurance.

Application Information

Please remember to include all documentation required on Page 1 in your email or envelope when you submit your application.

Owner's name: _____

Address: _____
(*only owner-occupied homes will be accepted)

Is this address your primary residence (where you live)? _____

Owner's contact number: _____

Owner's email: _____

Describe how the funds will be used and why are you requesting assistance:

Submit documentation with this application to IHPC@indy.gov or mail to:

Indianapolis Historic Preservation Commission
200 E Washington St
Suite 1842
Indianapolis, IN 46204

Please submit any of the following documents that apply:

1. A copy of your W-2 form(s) and the IRS Form 1040 filed for the most recent tax year.
2. Copy of any Form 1099, 1098 filed for previous year.
3. Copy of two months current payroll stubs/income documentation, if you are working.
4. Copy of retirement check or Retirement Benefits letter.
5. Proof of current homeowner's insurance declaration page.
6. Copy of deed (if available).
7. Copy of 'Notice of Award' letter from the Social Security Administration. This can be obtained by writing to: Mid-America Program Service Center, 601 E. Twelfth Street, Kansas City, MO 64106-2859. Be sure to give them your Social Security Number when you write. Or you can call the Social Security Administration at 1-800-772-1213.
8. Proof of income received for disability, TANF, child support, or other sources.
9. Six-month history/statements for checking, savings, 401k, and other retirement accounts or assets.

Due to the nature of this program, those residents who participate in this program will hold harmless the City of Indianapolis and Indiana Landmarks of any liabilities that occur as a result of services rendered. All contractors are required to carry proper liability and property damage insurance.

Printed Name

Signature

Date

This program made possible by funding by the City of Indianapolis/ IHPC.

