

CITY OF PRESCOTT MINOR HOME REPAIR PROGRAM

MAX 5K



Owner Occupied Single Family Homes in Prescott

- Must be primary residence
- May be stationary trailer home or manufactured home



Eligible Repairs

- Electrical Hazards
- Lead Based Paint Testing, Abatement, Mold Abatement, Asbestos Abatement
- Accessibility Improvements - Grab Bars, Hand Railings, Accessible Toilets, Steps, Sidewalks, Ramp Construction
- Heating, Plumbing and Cooling Repairs
- Smoke alarms, Carbon Monoxide Detectors



Ineligible Repairs

- New Roofs
- Aesthetic Repairs such as painting
- Internal Remodels
- Expansions
- Repairs to properties that are not the primary residence of the applicant or are vacation rental homes



Applications Accepted via the Chamber of Commerce www.prescott.org

- Residents can fill out on line and return to Chamber
- Residents must meet income eligibility



Environmental Review of Property

Federal guidelines require an ERR of properties who wish to use federal dollars for repairs. This review is done by City staff.



Only Licensed Contractors Can Perform Work

- Only work in the scope of service can be performed.
- Repairs cannot be done by the homeowner



Program Coordinator and Contractor Sign Work Completion

Payment is made directly to contractor. No payments may be made to homeowners.



Initial funds are limited

The City/Chamber will maintain an interested party list and contact residents as funds become available.





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TIMELINE



Complete the Program Application

Must Provide Supporting Documentation



Program Coordinator determines income eligibility

Applications are reviewed by Chamber and City Staff only.



Coordinator Contacts Applicant to make appointment for initial inspection

Applicants must work with Chamber and City staff on establishing site visit



Coordinator Prepares Written Scope

Scope outlines work to be done and requires signatures from both parties on scope of work.



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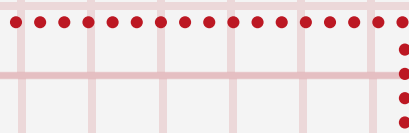
Licensed contractor begins work

Only work in the scope of service can be performed. Any changes require a written, signed change order approved by the City.



Program Coordinator and Contractor Sign Work Completion

Payment Request Form is filled out and receipts attached. Chamber get's reimbursement from City and pays contractor directly.



Final Inspection and Photos taken

Chamber does final walk through, photographs work and receives warranties and instructions for care and maintenance. Chamber staff answers any questions the property owner has.

