

Neighbors Helping Neighbors Program

Program Information

The Neighbors Helping Neighbors program is designed to help eligible residents attain code compliance, improve the safety and appearance of their properties, and begin the process of rehabilitating the City's aging housing stock. Financial assistance is provided to eligible homeowners as described below, based on the applicant's latest U.S. Federal Income Tax return.

People in Household	Tier 1 Max Gross Income	Tier 2 Max Gross Income	Tier 3 Max Gross Income
1	\$41,900	\$46,100	\$50,700
2	\$47,900	\$52,700	\$58,000
3	\$53,900	\$59,300	\$65,250
4	\$59,850	\$65,850	\$72,450
5	\$64,650	\$71,100	\$78,200
6	\$69,450	\$76,400	\$84,050
7	\$74,250	\$81,700	\$89,850
8	\$79,050	\$87,000	\$95,700
Maximum Award Amount:	Up to \$2,000	Up to \$1,000	Up to \$500

Instructions & Process

To apply for the program, submit the following to Roeland Park City Hall in person, by mail, email to: wholtkamp@roelandpark.org

- **Completely** fill out and sign the following application pages.
- **Submit** proof of income for the prior year. (provide a copy of your latest U.S. Federal Tax return.)
- **Submit** a copy of your homeowner's insurance.
- The City Staff will review your application to ensure that all the appropriate forms have been completely filled out, received, and have met the required income levels of the Neighbors Helping Neighbors program. A staff member will reach out to you to clarify the nature of your project to ensure it meets the guidelines of the program and notify you of your score which determines the priority of your application (see pg 3)..

- A letter will be sent confirming the acceptance of your application and project. Upon acceptance, further information will be given to you and three (3) bids will need to be obtained from permitted contractors. The contractor is required to be registered with Johnson County contractors licensing if applicable and have a City of Roeland Park business license. A vendors list may be provided to you for assistance.
- Once a bid has been reviewed, agreed upon, and the contractor has submitted all the forms, the City and contractor will have a signed agreement for the work to be completed.
- After the work has been satisfactorily completed, the contractor will be paid the agreed amount and any remaining funds not used will be released back to Neighbors helping Neighbors program for other eligible projects.

Eligible Projects

Qualified Repairs

- Removal of dilapidated small structures, wood piles, yard waste piles, overgrown brush/weeds, fencing, etc
- Repair or replacement of damaged shutters, wood-siding shingles, guttering, and window seals
- Improvements and modifications to aid physically disabled persons, e.g. ramps, handrails
- Exterior painting, minor repair of windows, storm doors, and garage doors
- Repair of fascias and soffits
- Driveway and sidewalk repair/replacement
- Removal/trimming for dead or diseased trees
- Other repairs/City code violations based on need and funds available

Ineligible Repairs

- New construction, expansion or remodeling
- Any interior improvements
- General house cleaning or seasonal yard maintenance or landscaping (by itself)
- Foundation repair
- Roof replacement or repair
- Sewer line repair or replacement
- Septic tank repair or replacement

Scoring

Applications will be scored according to five criteria:

- Is the project related to a code enforcement case? (2 points)
- Is the applicant in the Tier 1 income bracket? (2 points)
- Is the applicant in the Tier 2 income bracket? (1 point)
- Is the applicant eligible for Medicare or Social Security? (age or disability) (2 points)

Applications which score 4 points or more will be processed immediately. Applications with a score of 3 or below will be held until September 1, and processed if funds are available. Applications with delinquent tax on the property will not qualify.

Application Sheet

Applicant Name:

Phone Number:

Email:

Address:

Annual Gross Income:

Source:	Amount:
Total:	

Please Answer the Following:

Number of Members in Your Household:	
Your Age:	
Are you currently receiving Social Security for age or disability?	
Are you filing this application to help resolve a code enforcement issue?	
How long have you lived at the residence above?	
Have you applied for or been granted City assistance before? When?	

Please Indicate the Type of Project:

Minor home maintenance (e.g. exterior painting, wood repair, etc.)	
Tree Trimming	
House Improvement (e.g. wheelchair ramp, window replacement)	
Other Infrastructure (e.g. driveway or sidewalk replacement)	

Other/Further Description:

Certification: I (we), the undersigned, do hereby certify and affirm under penalty of perjury that the above information is true and correct to the best of my knowledge. I also certify that the home is owned by me (us), the applicant, and that I (we) occupy the home. Misrepresentation will disqualify the applicant and could require me (us) to reimburse the city for all or part of the expenses incurred. I (we) also agree to any necessary follow-up inspections by an authorized representative of the City of Roeland Park and if selected, I (we) agree to the terms of the Neighbors helping Neighbors program.

Applicant's Signature

Date

FOR OFFICE USE ONLY

Roeland Park City Hall, 4600 W 51st St, Roeland Park, KS, 66202 (TEL) 913-722-2600

Date Received:		Date of Funds Disbursed:	
Date Scored:		Total Project Cost:	
Score:		Total Disbursement:	

HOME OWNER'S AGREEMENT AND RELEASE FROM LIABILITY

1. **Voluntary Participation:** I acknowledge that I have voluntarily applied to the Neighbors helping Neighbors program, where volunteers and/or contractors may assist with minor cleanup and repair of my home.

2. **Release:** In consideration of the opportunity afforded me to participate in this Program, I hereby agree that I, my assignees, heirs, guardians, and legal representatives, will not make a claim against the City of Roeland Park, or the supplier of any materials (if applicable) or equipment that is used by the Project, or any of the contractors or volunteer workers, for the injury or death to me or damage to my property, arising from my participation in the Program.

3. **Knowing and Voluntary Execution:** I HAVE READ THIS AGREEMENT AND I FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF ALL LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE CITY OF ROELAND PARK, KANSAS, AND I SIGN IT OF MY OWN FREE WILL.

SIGNED this ____ day of _____, 2019.

Homeowner (Signature) _____

Name (Please print) _____

Address _____

Telephone _____