



MINOR HOME REPAIR PROGRAM APPLICATION CHECKLIST

The following requirements must be submitted for the application to be considered complete. Failure to submit all required documentation will cause the application to be deemed incomplete and not be considered for the Minor Home Repair program.

Completed and signed application

Proof of Income

Verification papers are required for all forms of household income and may include: IRS tax form submitted in prior year, award letters for social security, supplemental security income (SSI), aid to families with dependent children (AFDC), pension, unemployment insurance, disability or workmen's compensation, and any other income. The total income (gross income before deductions and withholding taxes) must include income received by all persons living in the household. Indicate any change of income status and provide documentation (i.e. divorce, death, etc.).

Proof of Ownership

A copy of the Missouri Warranty Deed for the property must be attached. All applicants must be the owner of record.

Project Narrative

Please submit a narrative describing the projects that are intended to be addressed using the Minor Home Repair funds. Be specific about the deficiency and any history that is relevant to how it occurred. Please describe the work needed to correct the problem.