



Application for Lead Hazard Reduction Assistance

Vermont Housing & Conservation Board
58 East State Street, Montpelier, Vt. 05602

Healthy & Lead-Safe Homes Program
Phone 1-802-828-5064 or 1-800-290-0527

Introduction

Assistance is available to reduce or eliminate lead paint hazards in homes and apartments occupied by low-income Vermonters. The Vermont Housing & Conservation Board (VHCB) administers a grant from the U.S. Department of Housing and Urban Development (HUD) to control lead paint hazards in Vermont housing. The VHCB Lead-Based Paint Hazard Reduction Program provides funding and technical assistance to eligible homeowners and rental property owners.

Eligibility

To be eligible for the Program, properties must have been built before 1978. Owner-occupied homes must have at least one resident child under the age of six. Apartments must have at least 2 bedrooms or currently be occupied by a family with a child under the age of six. Properties intended primarily for occupancy by the elderly or those with special needs are not eligible. Highest priority is given to units occupied by lead poisoned children, then to other units occupied or likely to be occupied by children under the age of six. The following eligibility requirements also apply:

Owner-Occupied Properties:

- 1) Must be owner's primary residence
- 2) Owner's income cannot exceed 80% of area median

Rental Properties:

- 1) Tenant's income cannot exceed 80% of area median
- 2) Owner must agree to rent to income-eligible family for 3 years

Available Assistance

The Program will provide technical assistance, at no cost, to the property owner in the form of comprehensive lead paint testing, hazard identification, specification development, bidding and contractor selection assistance, construction management, clearance testing, and laboratory analysis. Funds available to pay for lead hazard control work are in the form of grants and 0% interest deferred loans.

Under specific circumstances, a portion of the loan may be forgiven.

Lead Paint Hazard Control

A Vermont-certified lead abatement contractor must complete lead paint hazard control work with funds from this Program. Occupants of units undergoing lead hazard control must be relocated during the work and cannot return until the unit passes clearance dust wipe testing (see "Temporary Relocation" section below). Depending on the size of the home or apartment and the extent of the lead problem, the work can take anywhere from one to three weeks to complete. Property owners will receive documentation that the lead paint hazards have been controlled and guidance regarding ongoing maintenance.

Blood Lead Testing of Children Under Six (6)

The Vermont Department of Health and the U.S. Centers for Disease Control (CDC) recommend that ALL children be tested for lead at ages 1 and 2, and more often if problems are discovered. There are many potential sources of lead exposure, and because lead poisoning has no obvious symptoms, it is very important to have all children tested.

The U.S. Department of Housing & Urban Development (HUD) requires that all children under the age of six occupying units assisted under this program have their blood lead level checked prior to beginning any lead hazard control work. HUD uses this information to establish the level of hazards in the country's older housing and to justify continued funding to reduce these hazards. **Because of this requirement, we cannot move forward with your project until our office receives documentation of this testing.** Contact your pediatrician or the Vermont Childhood Lead Poisoning Prevention Program at 1-800-439-8550 for more information on lead screening.

Temporary Relocation

Because of the hazardous nature of the work, occupants of homes being assisted must be relocated. Homeowners are expected to make their own relocation arrangements. Tenants in rental property have rights under the federal Uniform Relocation Act and cannot be permanently displaced because of government-assisted work in their unit. Generally, owners of rental property will be asked to assist VHCB in making arrangements for their tenants. In certain situations, VHCB has limited resources available to assist with reasonable relocation expenses. Occupants will be expected to pack up their belongings sufficiently to allow the contractor access to complete the work. More specific packing information will be provided to program participants.



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Ongoing Monitoring and Maintenance

Because it is usually too expensive to remove all of the lead-based paint, ongoing maintenance and monitoring by the property owner will be necessary after the work is complete to ensure that all of the lead-based paint hazards remain under control. Vermont's lead paint law requires owners of pre-1978 rental housing and/or day care facilities, or their maintenance personnel, to attend a Vermont Department of Health-approved training, to perform Essential Maintenance Practices (EMP's), and to provide information about lead-based paint to tenants. Compliance with this law should ensure that no lead hazards reappear in the future. For more information about the law and its requirements, visit www.LeadSafeVermont.org or call 1-800-439-8550.

Application Instructions

To determine eligibility, an application must contain all of the requested information, including a Resident/Tenant Income Verification Form for each dwelling unit. If the exact 'Year of Building Construction' is unknown, please estimate to the best of your knowledge. Property located in a flood hazard area must be properly insured in order to be eligible. Pictures of exterior street-side elevations are required in order to determine if properties are historic, which may affect the lead control strategy. A copy of the deed is requested because financial award documents must precisely match current listed owners of record.

Application Checklist

- Completed application form** (*all information completed and signed by owner*)
- Exterior picture of street side view**
- Copy of most recent property tax assessment.**
- Copy of property deed** (We only need a copy of the first page showing all current owners. May be obtained through your local town clerk)
- Child blood screening information filled in.**
- Proof of flood insurance if property is located in a flood plain**
- Separate tenant income verification form filled out by tenants for each unit** (Tenants may submit income verification form and supporting 3rd party income documentation directly to VHCB office)
- Acceptable 3rd party documentation of income for each occupant such as:**
 1. IRS tax forms from most recent year available – Form 1040
 2. Copies of current payroll stubs or a signed employer verification of income
 3. Certifications of income from non-payroll sources such as unemployment and disability compensation, worker's compensation and severance pay, Aid to families of Dependant Children (AFDC), or Supplemental Security Income (SSI)
 4. Copies of Social Security earnings statements, other annuity or retirement income statements.

Questions? Please call us at 1-802-828-5064 or 1-800-290-0527

Please mail the completed application to:

**The Vermont Housing & Conservation Board
Healthy & Lead-Safe Homes Program
58 East State Street, Montpelier VT, 05602**



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Owner Information

Last Name: _____ First & Initial: _____, _____.

Mailing Address: _____

Phone: (home): _____ Phone (work): _____ (for who) _____

email address: _____ Cell Phone: _____

Property Information

Address: _____ City/Town: _____

Number of Dwelling Units in Building: _____ Number of Units to have Lead Hazards controlled: _____

Owner Occupied Single Family Owner Occupied w/ Home Daycare

Rental Only Property Rental Property w/ Daycare

Combined, Owner Occupied with Rental (owner resides at, but rents part of building)

Year of Building Construction: _____ Type of Exterior (vinyl, wood clapboard, etc.): _____

Is the property located in a flood hazard area? Yes No If "yes", is property insured against flooding? Yes No

Has the property been designated "historic," or is it located in a historic district? Yes No Unsure

Have all children younger than age 6 living at the property been tested for lead poisoning? Yes No Unsure

Remember, all applications must be filled out completely and include a street side exterior picture, a copy of the most recent tax assessment, a copy of the property deed, proof of flood insurance if located in a flood plain, resident or tenant income documentation, and child blood screening information.

Unit Dwelling Information – All applicants, please provide the requested information below for each dwelling at this property.

For **owner occupied** properties, the owner must also complete the **Resident Information Form** on the reverse of this page. For **rental property**, each unit requires that a separate **Tenant Income Verification Form** be filled out by the tenant and returned. If you did not receive or need additional Tenant Income forms, please contact the Lead Program at the number at the top of the page.

Unit #	# of Bdrms	Resident Name	Resident Phone	Family Size	# Children age 6 or less	Section 8 Voucher
						Yes No
						Yes No
						Yes No
						Yes No
						Yes No

I hereby certify that I own the above named property and that the information provided in this application is true and complete to the best of my knowledge. In connection with this application for financial assistance to control the lead hazards at my property, I hereby authorize the Vermont Housing and Conservation Board (VHCB) to verify the accuracy of the information provided above. I agree to provide VHCB and its consultants with reasonable access to the property for inspection and testing related to controlling the lead paint hazards.

Owner Signature: _____

Date: _____

Instructions

This form must be completed by the owner occupant(s) of the home for which assistance is being requested from VHCB to reduce lead paint hazards. **(Landlords do not fill out this section unless they are requesting assistance for the unit they are living in).** Please list all occupants below. Please provide the total yearly income for all persons residing in the unit from all sources, including income from employment, pensions, social security, ANFC, SSI, alimony/child support, workers compensation, and interest on savings accounts and other assets.

Copies of 3rd party documented evidence of these income sources must be provided. See the attached application checklist for types of documentation that are acceptable. All evidence provided shall be kept strictly confidential.

Mailing Address: *(if different from front)* _____

Additional Contact Information: _____

List Name(s) of all Occupants	Relationship	Gender	Date of Birth	Ethnicity & Race**	Blood Lead Level
	Parent/Guardian	Male Female			
		Male Female			
Total Annual Household Income			\$ _____		
<i>(Includes income of all occupants)</i>					

I hereby certify that the information provided on this form is true and complete to the best of my knowledge. I also authorize the Vermont Housing and Conservation Board to verify the income figure I have provided. This may include providing additional information for verification purposes.

Owner's Signature: _____ Date: _____

**** Ethnicity and Race Instructions**

The Lead Program is required by HUD to collect and annually report these demographics in an aggregate manner so that no personal information is shared. Please indicate by number each demographic that applies for each individual. Ethnicity applies for each race response meaning a minimum of two numbers will apply for each response such as 1,7 or 2,4 etc. or more if multiple race responses such as 2,4,7 (Not Hispanic, Asian, and White)

Ethnicity

- Hispanic or Latino
- Not Hispanic or Latino

Race

- American Indian or Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

Note: The demographic information you provided does not affect in any way your application for assistance or eligibility is considered by our office.