



# Application for Lead Hazard Reduction Assistance OWNER OCCUPIED PROPERTY

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 occupied by low-income homeowners. 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 for Owner-Occupied Properties

- 1) The property must have been built before 1978.
- 2) The property owner must occupy the property.
- 3) There must be at least one resident child under the age of six.
- 4) The owner's income cannot exceed 80% of area median income.

Highest priority is given to units occupied by lead poisoned children.

## 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.



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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 homeowner is necessary after the work is complete to ensure that all of the lead-based paint hazards remain under control. VHCB will provide you with information and guidance on appropriate Essential Maintenance Practices. Continued residency and ongoing, appropriate maintenance of your home will be a condition of grant and loan agreement.

## Application Instructions

To determine eligibility, an application must contain all of the requested information. 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**
- Acceptable 3<sup>rd</sup> party documentation of income for each household member 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 Dependent 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

Property Address: \_\_\_\_\_ City/Town: \_\_\_\_\_

Owner Occupied Single Family     Owner Occupied w/ Home Daycare

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

Number of Bedrooms: \_\_\_\_\_

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.**

**PLEASE COMPLETE THE OWNER HOUSEHOLD COMPOSITION AND INCOME INFORMATION FORM ON THE FOLLOWING PAGE.**

*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. 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: \_\_\_\_\_

## OWNER HOUSEHOLD COMPOSITION AND INCOME INFORMATION FORM

### Instructions

This form must be completed by the owner of the home for which assistance is being requested from VHCB to reduce lead paint hazards.

Please list all household members 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 3<sup>rd</sup> party documented evidence of these income sources must be provided. See the application checklist for types of documentation that are acceptable. All documentation provided shall be kept strictly confidential.**

Name of Household Member	Relationship	Gender	Date of Birth	Ethnicity & Race**	Blood Lead Level	Annual Income	Source(s)
	Parent/Guardian						
<b>TOTAL ANNUAL INCOME</b>							

**\*\*Ethnicity and Race Instructions:** The Lead Program is required by HUD to collect and annually report these demographics in an aggregate manner. No personal information is shared. Please indicate by number each demographic that applies for each household member. Ethnicity applies for each race response meaning a minimum of two numbers will apply for each household member (ie. 1 (Hispanic) & 7 (White)).

**ETHNICITY:** 1. Hispanic or Latino    2. Not Hispanic or Latino

**RACE:**        3. American Indian or Alaskan Native    4. Asian    5. Black or African American    6. Native Hawaiian or Other Pacific Islander    7. White

**Note:** The demographic information you provide does not affect in any way how your application for assistance or eligibility is considered by the Lead Program.

I certify under penalty of law that the information and documentation provided is true, accurate and complete to the best of my knowledge. I also authorize the Vermont Housing and Conservation Board to verify the information that I have provided and agree to provide additional information or documentation if requested. I understand that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Homeowner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_