

# Home Repair Application 2026

This application is for Habitat for Humanity of Ottawa County's Home Repair Program, funded in part through grants that may include the Carol M. Peterson Housing Fund. Please complete all sections and provide copies of all required documents. **Please return applications to: Habitat for Humanity of Ottawa County, 1600 E. Perry St. Port Clinton, OH 43452, or email to [director@habitatottawacounty.org](mailto:director@habitatottawacounty.org) Call 419.734.7074 x3 with any questions.**

## Section 1 – Applicant Information

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

SSN: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Race: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Are you a U.S. citizen or permanent resident? ☐ Yes ☐ No

Are you a veteran or active member of the US military? ☐ Yes ☐ No Military Branch: \_\_\_\_\_

## Section 2 – Co-Applicant Information

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

SSN: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Race: \_\_\_\_\_

Are you a U.S. citizen or permanent resident? ☐ Yes ☐ No Relationship to Applicant: \_\_\_\_\_

Are you a veteran or active member of the US military? ☐ Yes ☐ No Military Branch: \_\_\_\_\_

## Section 3 – Household Members

List all individuals living in your household, including applicant and co-applicant:

Name	Age	Gender	Relationship	Disabled / 60+ (yes or no)

(Add additional sheets if needed.)



## Section 4 – Eligibility

To qualify, at least one household member must be age 60 or older OR meet the definition of special needs as defined by Habitat/FHLB (physical, mental, developmental, co-occurring disability, abuse survivor, chemically dependent, aging out of foster care).

At least one member of my household is: ☐ Age 60 or older and/or ☐ Special Needs

## Section 5 – Employment & Income

List all sources of income for ALL household members. Attach copies of recent documentation (pay stubs, benefit letters, tax returns, etc.).

Household Member	Source of Income	Monthly Amount	Documentation Attached (Y/N)

Total Household Monthly Income: \$\_\_\_\_\_ Total Household Annual Income: \$\_\_\_\_\_

**Certification: Household income must be at or below 60% of county HUD income limits.**

## Section 6 – Assets

Please list and attach documentation for all assets. Examples include checking accounts, savings, retirement accounts, stocks/bonds/CDs, life insurance cash value, property investments, etc.

Asset Type	Institution / Location	Current Value (\$)

Total Household Assets: \$\_\_\_\_\_



## Section 7 – Property Information

Year Home Built: \_\_\_\_\_ Type: ☐ Single-family ☐ Two-family ☐ Modular ☐ Manufactured

Do you own this home? ☐ Yes ☐ No Year Purchased: \_\_\_\_\_ Monthly Payment: \$\_\_\_\_\_

Is this your primary residence? ☐ Yes ☐ No

Do you have a deed? ☐ Yes ☐ No (Attach copy)

Do you have a title, if it's a mobile home? ☐ Yes ☐ No (Attach copy) Mobile homes must be post 1976.

## Section 8 – Repairs Needed

Please list all needed repairs. Eligible repairs may include roof, windows, doors, plumbing, electrical, structural, and accessibility modifications. Landscaping, appliances, and furniture are not eligible.

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*(Attach separate sheet if more space is needed.)*

## Section 9 – Required Documents Checklist (Must be provided to process application)

- ☐ Photo ID (Applicant and Co-Applicant)
- ☐ Special needs certification
- ☐ Proof of income (2 consecutive paystubs, Social Security Benefit Letter, Disability Benefit Letter, etc.)
- ☐ 2 years tax returns & W-2s
- ☐ 2 consecutive months checking account statements
- ☐ 2 consecutive months savings account statements
- ☐ Deed to property or Title for mobile homes/manufactured homes
- ☐ Proof of assets (as listed above)

## Section 10 – Authorization & Consent

I/We certify that the information provided is true and complete. I/We authorize Habitat for Humanity of Ottawa County to verify all information, inspect the home, and submit this application to its funding partners including the Federal Home Loan Bank of Cincinnati. I/We understand that funds cannot be used for ineligible purposes such as appliances, furniture, or landscaping. Filling out this application is NOT a guarantee that you will receive funding for your repair.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Co-Applicant: \_\_\_\_\_

Date: \_\_\_\_\_



## Section 11 – Income Guidelines

The limits below represent the maximum income per household size. The limits are 60% of the MRB for Ottawa County, Ohio.

- **1-person household:** \$44,100
- **2-person household:** \$50,400
- **3-person household:** \$56,700
- **4-person household:** \$62,940
- **5-person household:** \$67,980
- **6-person household:** \$73,020

These limits are set by the U.S. Department of Housing and Urban Development (HUD) and vary based on family size.

## Section 12 – Next Steps After Applying

- Application reviewed for eligibility (income, age/special needs, property type).
- Habitat will contact you within 30 days.
- If eligible, a home inspection will be scheduled.
- Scope of work and funding approval determined.

## Disclaimer/Important Notice

Habitat for Humanity of Ottawa County is applying for a federal grant in early 2026 to help fund home repairs. The funds are expected to be available no sooner than Spring 2026, and there is no guarantee that our application will be approved by the federal government.

We must include an estimate for the repairs needed with the grant application. We can assist you in getting estimates, or you may provide one yourself.

The grant is called the Carol M. Peterson Housing Fund, and part or all of the funds for your repairs may come from this source if our application is approved and funds are awarded.

Submitting an application does not guarantee approval. All assistance is subject to available funding, eligibility, and inspection. Repairs must meet program guidelines and may be limited based on safety, accessibility, and structural needs.

### Please return applications to:

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