



Tax Incremental District (TID) #23

City of Racine
Community Development
Authority (CDA)

Property Enhancement Program: Intake Application Forms

The City of Racine believes everyone deserves a safe and habitable place to live, and we want to support homeowners in investing in their homes. We've created new programs to help homeowners re-invest in their homes. Homeowners within the boundaries of Neighborhood TID 23 can now apply for up to \$10,000 in grants to enhance their homes.





PROPERTY ENHANCEMENT PROGRAM

The preliminary project plan for TID 23 was approved by Common Council through Resolution No. 1083-19 on September 30, 2019. The TID boundaries are shown in the map below. Only homeowner-occupants within the TID are eligible for funding.



To qualify for a Property Enhancement Program grant through the CDA, homeowners must be:

- The owner-occupant of a single-family or duplex property within TID 23 or have an executed purchase agreement for such a property, within TID 23
- Current with property taxes and have active homeowner's insurance
- Able to contribute 50% of the total project cost as determined in the scope of work

Homeowners *may not*:

- Own the property under a land contract.
- Have previously received funding through the City of Racine's "Rebuild Racine" program

If you're not sure this grant would be right for you, call us 262-636-9197 before filling out this application to discuss your eligibility and needs.



CITY OF RACINE COMMUNITY DEVELOPMENT AUTHORITY

GRANT INTAKE & PROGRAM ELIGIBILITY FORM

APPLICATION INSTRUCTIONS

1. **Please fill out this application and enclose copies, scanned images, or pictures of your supporting documentation as outlined on the subsequent page. Please call 262-636-9197 with any questions.** Our staff can help make sure this product is the right fit for you and can answer any questions about the grant process.
2. Email a completed application and scanned copies of all supporting documentation in one email to CDAapplications@cityofracine.org **OR** Mail a completed application and copies, scanned images, or pictures of all supporting documentation to the address below:

Department of City Development
ATTN: Consumer Lending Specialist
City Hall Room 304.
730 Washington Avenue
Racine, Wisconsin 53403

Applications are processed on a first-come first-served basis.

Information will remain confidential and will not be shared to the extent permissible by law. Notice of Non-Discrimination: The City of Racine does not discriminate on the basis of race, color, creed, national origin, age, handicap, sex, or sexual orientation, and familial status.

To appeal the denial of a grant, please contact the Executive Director of the Community Development Authority in writing within fourteen (14) days after denial. The Community Development Authority Board will have the final decision on granting or rejecting appeals.

Contact Information:

City of Racine CDA
City Hall Room 102
730 Washington Avenue
Racine, Wisconsin 53403

Phone: 262-636-9197
Fax: 262-635-5347



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The following supporting documentation must be submitted by the applicant:

Item	Check✓
Most Recent Mortgage Statement(s) or Accepted Offer to Purchase	
Current Homeowner's Insurance – Declaration page (if current owner)	
Proof of Occupancy (<i>Current utility bill, insurance certificate, property tax bill reflecting current address, or driver's license or proof of voter registration reflecting current address</i>) or Accepted Offer to Purchase	
Signed intake application form by applicant	
Site Plan Sketch (if proposing building additions or secondary structure construction)	
Pictures or images of proposed work or area where work will be completed (optional)	

Please enclose copies, scanned images, or pictures of your supporting documentation as outlined on the subsequent page. Do not submit original documents.



CITY OF RACINE COMMUNITY DEVELOPMENT AUTHORITY

GRANT INTAKE & PROGRAM ELIGIBILITY FORM

PROPERTY ENHANCEMENT PROGRAM – GRANT DETAILS

Eligible Expenses

This product is designed to help homeowners improve their property and increase its value. All eligible expenses must relate to activities that will increase the assessed value of the property in question based on the sole opinion of the City Assessor. All work must be completed in accordance with the applicable City of Racine building, zoning, and other regulations.

Funds may be awarded for the following types of projects:

- Adding square footage to existing housing structures
- Constructing secondary structures (garages, sheds, or fences)
- Remodeling kitchens, bathrooms, or other interior areas except the basement or attic

Feel free to call (262) 636-9197 if you have any questions about whether a specific project would be eligible.

Applicants are not eligible to apply if they have outstanding City Building or Health Code violations on the subject property. Please consider the Homeowner Repair Program, which is also offered by the CDA. Feel free to call (262) 636-9197 for more information.

Product Information

- Award Amount: \$5,000.00 - \$10,000.00
- Product type: Grant
 - No repayment necessary

Owner Contribution

Funding through this program would be provided directly to the contractor performing the relevant work. Homeowners would be eligible for an award of up to 50% of eligible project costs for approved projects as determined through the scope of work or \$10,000, whichever is less, while the remaining eligible project costs must be covered by the homeowner. Each dollar of subsidy provided through this program must be matched by at least one dollar in private funding for the same project. The applicant must have active homeowner's insurance on the property for which they are applying.



CITY OF RACINE COMMUNITY DEVELOPMENT AUTHORITY

GRANT INTAKE & PROGRAM ELIGIBILITY FORM

Section 1. APPLICANT INFORMATION

APPLICANT

Name: _____ Date of Birth: _____

Gender: Male Female Other

Phone Number: _____ Email Address: _____

Do you have an existing loan from the City of Racine? YES NO If yes, what year did you apply? _____

Marital Status Married Single Divorced Widowed Separated

Female Head of Household?

Racial Group (*Must select one or more*)

White

Black/African American

Asian

American Indian/Alaskan Native

Native Hawaiian/Other Pacific Islander

American Indian/Alaskan Native & White

American Indian/Alaskan Native & Black/African American

Asian & White

Black/African American & White

Other Multi-Racial

Ethnic Group (*Select one*)

Hispanic or Latino

Not Hispanic or Latino



CITY OF RACINE COMMUNITY DEVELOPMENT AUTHORITY

GRANT INTAKE & PROGRAM ELIGIBILITY FORM

Section 2. HOUSEHOLD INFORMATION

Total Number of Person(s) in Household: _____

Do any members of the household have a physical disability? YES NO

Please provide the total gross annual income as shown on the most recently submitted tax return for the entire household. If any household members file separately, then the number entered below should be the cumulative gross annual income for the entire household.

This information would only be used to help us connect your household to additional funding sources that may be dependent on income. You may decline to provide this information by entering N/A in the box below.

**HOUSEHOLD GROSS ANNUAL
INCOME (YEAR: _____)**

\$



CITY OF RACINE COMMUNITY DEVELOPMENT AUTHORITY

GRANT INTAKE & PROGRAM ELIGIBILITY FORM

Section 3. PROPERTY INFORMATION

Address:	Street:
City: Racine	County: Racine
State: WI	ZIP:
Years Residing at Address:	

Number of bedrooms in property:

Number of bathrooms in property:

Other names on property title (if known):

Major repairs or remodel work performed within last five (5) years:

Do you have any outstanding City Building or Health code violations on this property? Yes No

If yes, you are not eligible for participation in this program. Please consider the Homeowner Repair Program, which is also offered by the CDA. Feel free to call (262) 636-9197 for more information.



CITY OF RACINE COMMUNITY DEVELOPMENT AUTHORITY

GRANT INTAKE & PROGRAM ELIGIBILITY FORM

Describe the property improvement work proposed by the owner. Please be as specific as possible when describing proposed materials and designs. Please also provide at least a rough sketch of a site plan below or in another document if the project includes additions and/or secondary structure construction. Though not required, applicants are encouraged to submit pictures of the areas where enhancement activities are requested in their application.

This work will include: *(check all that apply)*

Remodel Addition Secondary Structure Construction

Other:

Estimated Total Project Cost: \$_____



CITY OF RACINE COMMUNITY DEVELOPMENT AUTHORITY GRANT INTAKE & PROGRAM ELIGIBILITY FORM

Section 4. CERTIFICATION BY APPLICANT

The APPLICANT certifies that all information in this intake/application form and all information furnished in support of this intake/application form are given for the purpose of obtaining a grant. The APPLICANT further certifies that he/she is the owner of the property described in this intake/application form. All information is true and complete to the best of the APPLICANT's knowledge.

If any of the information originally provided by the APPLICANT changes following the APPLICANT's submission of such information (specifically with regards to property ownership and condition), then the APPLICANT is required to notify the City of Racine Community Development Authority within 30 days of the change.

ELIGIBLE HOMEOWNER: The APPLICANT certifies that they are a homeowner-occupant of an eligible property within TID #23, or that they have an accepted offer to purchase a property that they intend to acquire and occupy as their principal residence. APPLICANT certifies that they meet all other eligibility information stated within this application.

RELEASE OF INFORMATION: The APPLICANT gives permission to the City to release the Property Enhancement Program Application Form and supporting documentation for the purpose of verifying any and all information necessary to establish the APPLICANT's eligibility to receive assistance through the Property Enhancement Program. The APPLICANT understands that information will remain confidential to the extent permitted by law and will be used solely for the purpose of determining eligibility to receive funding assistance.

PENALTY FOR FALSE OR FRAUDULENT STATEMENT: The undersigned certifies under penalty of law that all statements made in this intake/application form and supporting documents are true and accurate, correct, and complete. If any of the information provided by the APPLICANT is untrue, inaccurate or incomplete, regardless of when this is discovered by the City, the City may, in its sole discretion, immediately terminate the APPLICANT's participation in the Property Enhancement Program without liability. The City may seek to recapture funds if the City discovers an untrue, inaccurate, or incomplete statement after funding was disbursed through this program.

Signature of Applicant

Date

Printed Name