Weatherization Deferral Repair Program

APPLICATION FORM AND HOMEOWNER/RENTER AGREEMENT

An Agreement is made by and between_____ (Subgrantee) and _____ (Homeowner and/or Renter) in accordance with the Weatherization Deferral Repair (WDR) Program Guidelines for the purpose of providing repairs to address issues causing home or unit to be deferred from the Weatherization Assistance Program (WAP). Homeowner and/or Renter agrees that upon completion of repairs and improvements, weatherization services will be provided to the property located at: _____ as follows:

SPECIFIC SCOPE OF REPAIR WORK (describe each measure in detail):

Weatherization Deferral Repair Program

WDR TOTAL COST*: _____ WDR MATERIALS: _____ WDR LABOR: _____

REPAIR CATEGORY	COST
Roof	
Structural	
Hazardous Material Removal	
Electrical	
HVAC	
Plumbing	
Other (as defined in WDR Program Manual)	

*The WDR Total Cost of this worksheet must equal Total Cost in CAMS. This worksheet facilitates review by the DHCD technical team.

WORK TO BE PERFORMED BY: _____

WORK START DATE: _____ ESTIMATED COMPLETION DATE: _____

CLIENT INCOME CERTIFICATION DATE: _____

CLIENT HANCOCK JOB #:_____

Complaints/questions contact: _____ phone: _____

_____ _____
Subgrantee Signature Date

_____ _____
Homeowner/Landlord Signature Date

_____ _____
Tenant Signature (if applicable) Date

Weatherization Deferral Repair Program

PRELIMINARY FUNDING WORKSHEET (To be completed by Subgrantee)*

FUNDING STREAM	AMOUNT (if applicable)
Health & Safety WAP	
IRM	
Weatherization Readiness Fund (WRF)	
EHARP	
Utility funding	
Other	
Weatherization Deferral Repair (WDR)*	
GRAND TOTAL	

*This funding worksheet is not considered to be a firm quote for single family jobs. The WDR line item of this worksheet must equal Total Cost in CAMS. This worksheet facilitates review by the DHCD technical team.

PERMITS AND INSPECTIONS

Subgrantees shall be responsible for verifying with the local building official whether a permit is required in accordance with the USBC for the proposed scope of work. When permits are required, the subgrantees shall obtain all the necessary permits and shall be responsible for securing the approval of all the applicable inspections by the local building official, prior to requesting payment from DHCD.

Will permits be pulled for any work funded by WDR (if yes, indicate below)? YES □ NO □

PERMITS: Building □ Mechanical □ Electrical □ Plumbing □ Gas/fuel □
Other (list) □ _____

By signing below, the Subgrantee certifies and affirms that the Project will be designed, constructed, and completed in full compliance with all applicable provisions of the Uniform Statewide Building Code (USBC). This includes, without limitation, the obligation to obtain all permits required under the USBC, to schedule and pass all required inspections, and to secure all final approvals necessary for lawful occupancy or use of the building.

_____ _____
Subgrantee Signature Date