



# **PAINT REBATE PROGRAM**

## **APPLICATION PERIOD**

**May 1, 2019 through September 30, 2019**

*This program is subject to funding availability*

Enclosed Items

*Program Guidelines*

*Application*

*List of Required Documentation*



## CITY OF SHASTA LAKE PAINT REBATE PROGRAM GUIDELINES

1. Eligible Properties are:
  - Any property that has been cited by the City Code Enforcement Division;
  - A home in need of exterior painting and shows potential to visually improve the neighborhood;
  - Property must be located within the city limits of Shasta Lake.
2. Eligible Applicants are:
  - **Homeowners:** Owner Occupant who holds legal title to the property. The homeowner must not exceed the 80% moderate income limits set forth on Table 1.
  - **Owners of rental units** where tenants are low income: Owners of rental units will be required to show proof that at least 50% of the tenants that occupy the residence are at or below the 120% moderate income limits set forth in Table 1.
3. Applicant must complete an application form and submit to the City of Shasta Lake Program Manager.
4. No work should be started until an application is submitted and an approval letter from the City is received. (Emergency work accepted).
5. The Program Manager will review the application, and upon determining income eligibility, will sign and date application, then schedule an inspection of the property.

The Program Manager will inspect the premises (exterior only) and determine:

  - Eligibility of property
  - Appropriateness of work
  - Amount and type of materials likely to be used

Each property must meet the minimum requirements of the Property Rehabilitation Standards as to condition and building code. An applicant will be ineligible for the program if the property appears on the Code Violations Report issued by the Code Enforcement Division of the City Building Department, unless the applicant is in the process of bringing their property into compliance, as determined by the City in the sole exercise of its discretion.
6. If the property is ineligible, the Program Manager will notify applicant in writing. If the property can become eligible by the owner taking certain action, the Inspector will so inform Applicant.
7. The Program Manager will provide each approved recipient with the appropriate lead-based paint hazards information, including the approved pamphlet when indicated.
8. The Program Manager will have the structure photographed for the file, and arrange for the Recipient to receive training of the work to be accomplished (if necessary). If Recipient is determined to be sufficiently experienced or if the work will be done by a contractor or other professional, then the training may be waived by the Inspector or Program Manager.
9. The Recipient will have the choice of completing any local workshop, reading a how-to paint guide, or viewing a video tape to fulfill the training requirement. After training is complete the recipient will have a letter of authorization to start work.
10. The house being improved must be owned by you and be your principal residence, and/or eligible rental property.
11. The maximum amount of the rebate:
  - Homeowners:
    - up to \$ 500.00;
  - Owners of rental units where 50% of tenants are low-income:
    - up to \$500 for single family house
    - up to \$350 per unit for multiple family projects (not to exceed \$2,000)

The minimum amount you must spend is \$100.00

12. All improvements must be completed and receipts submitted within 4 (four) months of application approval. If work is not done within four months, you may need to submit a new rebate application.
13. There is no limit to the number of rebate checks that may be received on the maximum amount described in Section 11.
14. Rebates will cover the cost of Exterior paint and necessary paint supplies (brushes, rollers, pans, etc.) only. Rebates cannot be used for the cost of labor or special equipment.
15. After all pre-authorized improvements have been completed and all receipts have been submitted, the final rebate check will be processed. You must then wait 12 months from the date of the final rebate check to participate in the program again.
16. The use of local Shasta Lake businesses for services and materials is encouraged, but not required.
17. You must provide valid, dated original receipts, invoices, or contracts for all materials and services for which a rebate is requested. The name and address of the contractor or store must be imprinted on the receipts. Cash register receipts or other receipts that do not specify quantity, type, cost of materials, and date of purchase will not be accepted.
18. The Program Manager will verify completed work and will have the newly painted structure photographed for the file.
19. The Program Manager will ensure that total grant expenditure does not exceed the annual budgeted amount.

**ONCE THE WORK IS COMPLETE, HOW SOON WILL I RECEIVE THE REBATE CHECK?**

The City will process and mail your rebate check within three weeks of receipt of required receipts and invoices, and a completed owner invoice.

**TABLE 1**

2018 Moderate Income Limits – (effective May 24, 2016) Shasta County

<b># of Persons in Household</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
120% Limit (Max)	51,900	59,300	66,750	74,150	80,100	86,000	91,950	97,900



How long have you owned the property that you live in? \_\_\_\_\_ Year Built: \_\_\_\_\_

Approximate Square Footage: \_\_\_\_\_ Type of Exterior Siding: \_\_\_\_\_

Proposed home improvements? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Certification**

I/We understand that appropriate, City authorized training for the home improvement program is required before work is to be started, unless the City Staff determines such training is unnecessary or if the work is being performed by an experienced professional.

I/We authorize City Staff to photograph the exterior of my/our property.

I/We certify under penalty or perjury under the laws of the state of California that all information contained in this application is true and correct to the best of my/our knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**REQUIRED DOCUMENTATION:**

- ❑ **INCOME INFORMATION:** You must list ALL income sources for household. Please submit 2 months verification for each income source. Name of household member must be identified on payment source. Note if applies: copies of award letter (SSI, Social Security, retirement, etc.), DAFS printout (child support).
- ❑ **ASSETS:** Please provide the most recent 1 month statements on each account, or full name, address, and account numbers for accounts. Include information on all checking, savings, IRA, 401K, investment and any other account or holding having a monetary value.
- ❑ **FEDERAL TAX RETURNS & W-2:** Include the past one (1) year of Federal Tax Returns and W-2. They must be signed and include all schedules. Additionally, if Self Employed an YTD Profit and Loss Statement signed by both applicant and preparer is required. By law, if you were not required to file a federal tax return (obtain letter 1722 [D]) from IRS stating no return filed for subject year). To contact IRS call 1-800-829-1040.

INCOMPLETE APPLICATIONS WILL BE  
RETURNED