



City of Annapolis Single Family Housing Rehabilitation Program

Under funds budgeted by the Department of Housing and Urban Development (HUD), the Office of Community Development of the City of Annapolis administers a Single-Family Rehabilitation Loan Program to eligible homeowners in the City of Annapolis. This program addresses major systems deficiencies and corrects those conditions which are hazardous or may endanger the health and welfare of the occupants. Grant Mortgage loans up to \$30,000 are available to homeowners who meet the program eligibility criteria.

Eligibility Criteria:

1. The Property must be a **single-family dwelling unit**.
2. The **Owner of Record** must live in the dwelling as his/her principal place of residence. Properties that have owners not in residence or used as rental are not eligible.
3. Total Household Income cannot exceed 50% of the median income for the Baltimore Metropolitan Area as established by HUD and amended from time to time. (see attached table)
4. Income is based on current, gross income, which includes but is not limited to wages/salary, social security payments, disability benefits, unemployment benefits, SSI payments, pensions, alimony, child support or other awards. Certification of all income must be provided.
5. Total Household assets cannot exceed \$15,000, or the applicants may be asked to contribute towards the cost of improvements.
6. Homeowners Insurance must be current, or if not, must be in place before final loan approval.
7. If there is a mortgage on the Property, the payments must be current, or if not, must be made current prior to final loan approval.
8. Real Property Taxes must be current and up to date.
9. The Homeowner may not have filed for bankruptcy within the last 7 years, or if so, the case must be discharged to the Court's satisfaction.
10. Any open, unsatisfied judgments will require a full explanation and a payment plan in place for satisfying the debt.
11. Upon final approval, each homeowner is required to execute any program required documents for settlement to be recorded among the Land Records of Anne Arundel County. Loan terms will be determined by funding sources and are determined case by case basis dependent upon each homeowners individual situation.

**City of Annapolis
Community Development Block Grant Program**

HUD INCOME GUIDELINES EFFECTIVE February 2005	
House-hold size	50%
1	\$25,250
2	\$28,850
3	\$32,450
4	\$36,100
5	\$38,950
6	\$41,850
7	\$44,750
8	\$47,600



“For Office Use Only”
Flood Plain Number:
100 Year Flood Plain: Yes / No

City of Annapolis
Single Family Housing Rehabilitation Program

Pre-application

Head of Household: _____

Address: _____

Telephone: _____

Household Composition (List additional household members on separate sheet if necessary)		
Name	Age	Social Security Number

Income Verification for all sources of income for household members (over age 18)		
Name	Source of Income	Gross Monthly Income

List of Repairs: _____

Is the Deed to the Home in your name (if other names please note on form):
You currently have property insurance(list name and phone of insurance agent):
Have you applied for assistance or received prior financial assistance from the City:

_____ **Date:** _____
Head of Household Signature

Return to: **City of Annapolis Department of Planning and Zoning**
160 Duke of Gloucester Street
Annapolis, MD 21401 Attn: Angela D. Frantom