



# Town of Apple Valley

## Manufactured Home Repair Program (MHRP) Your Opportunity for Home Repairs

### MHRP

### Highlights

**Grant Available  
Up to \$10,000 Maximum  
1-year residency**

**Owner/occupants of  
Single-family,  
Manufactured homes**

**Eligible Improvements  
Repairs addressing  
health/safety & code  
violations,  
Paint, roofing, heating,  
cooling,  
Electrical, termite,  
Plumbing,  
energy conservation,  
Access improvements for  
handicapped.**

Family Size	Max Gross Household Income (Eff. Date 12/11/12)
1	\$35,700
2	\$40,800
3	\$45,900
4	\$50,950
5	\$55,050
6	\$59,150
7	\$63,200
8	\$67,300



**General Information:** The Town of Apple Valley Manufactured Home Repair Program (MHRP) provides grants of up to \$10,000 for repair work to owner-occupied manufactured homes. The program is available to lower income homeowners who live within the Apple Valley Town Limits. Grant funding is available on a first come, first serve basis, which is based upon submittal of a full and complete application package.

**Grant & Applicant Criteria:** Eligible applicants are owner-occupants of manufactured homes on leased land. The household's combined family income cannot exceed 80 percent of the San Bernardino County median income, adjusted by family size. The table to the left outlines the adjusted maximum income eligibility limits.

**Grant Conditions:** The applicant must have clear fee simple title, occupy the property (which must not appraise after rehabilitation for more than \$183,000 current HUD limit, effective 8/23/13), and be current on house payments, space rent and property taxes to qualify for the program. The MHRP limits each eligible household to one grant. The borrower is required to execute a Grant Agreement.

**Terms:** The homeowner must agree to reside in the home for one-year from construction completion. If the owner moves out, sells/transfers or refinances the property, before one year has ended they will need to repay the grant.

**The Town of Apple Valley remains uncommitted to funding any grant prior to execution of the grant agreement.**

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## MHRP Applicant Checklist Required Documentation

Current property tax bill/statement or HCD License Fee and copy of HCD Title	Most recent paycheck stub with year-to-date totals	Affidavit of non-filing of tax returns, if applicable
Year-end mortgage statement	Current federal tax return	Affidavit of no income, if applicable
Current mortgage statement	Social Security award letter, retirement and/or pension award letter	Income for anyone age 18 or over living in the household
Homeowner's Property Insurance Statement of Coverage (Declarations page)	Property asset declaration form, if applicable. Rental income and rental agreement, if applicable	Interest income from bank accounts, stocks, bonds/mutual funds
Copy of divorce decree, if applicable	Copy of current California driver's license and social security card for each applicant	Complete bank statements for six months
<b>If Self-employed, you will also need:</b>	<b>Federal tax returns for last 3 years</b>	<b>Current year-to-date spreadsheet, profit/loss statement and balance sheet</b>

**Emergency Repairs.** The Program Administrator will allow for the consideration of applications deemed an emergency on a case by case. Emergency repairs are limited to code-related repairs only, such as leaking roofs, plumbing or electrical emergencies, or other repairs necessary to prevent injury to occupants or conditions that render the home uninhabitable or as determined by the Town of Apple Valley's Manufactured Home Repair Program (MHRP) Construction Manager. The applicant must be eligible under the existing income, property requirements, and must be current on mortgage, property tax payments, and space rent. The program and any 'emergency repairs' are eligible under CDBG funds. Documentation must be provided to establish emergency status. If documented, then file with 'urgent need' will be given priority in mailing applications over 'non-urgent needs' applications.

**The Town of Apple Valley does not discriminate because of race, creed, color, religion, sex, marital status, national origin, ancestry and or/disability.**

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