

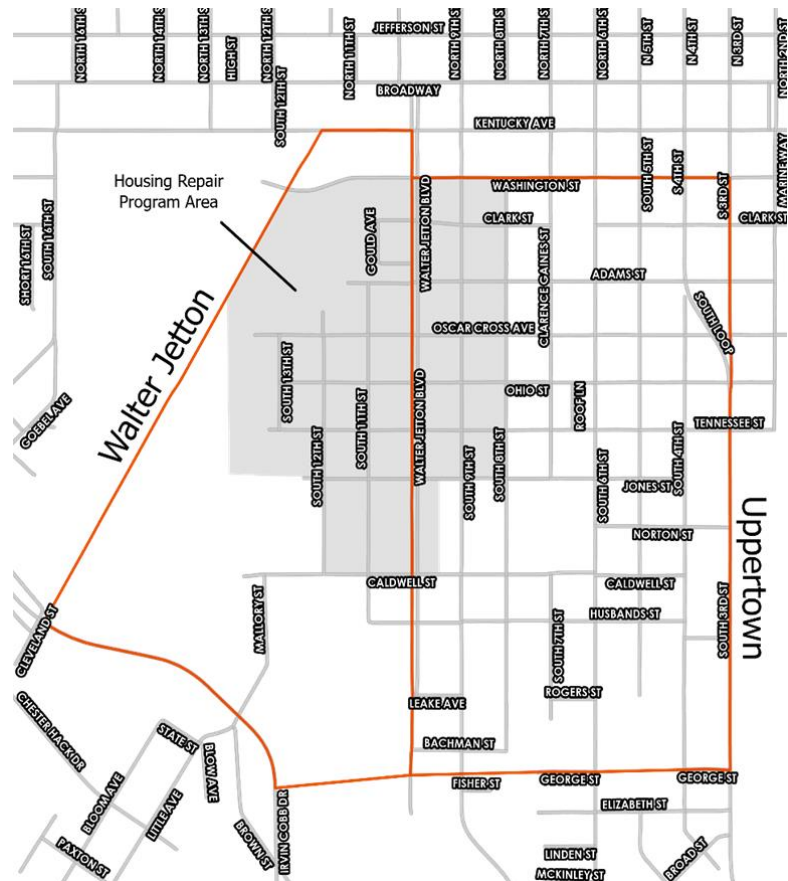


Southside Housing Grant

Home Rehabilitation and New Construction Incentive Program

The City of Paducah is dedicated to promoting and restoring the Southside region as a thriving, walkable and welcoming community for living and working. The City of Paducah offers a grant opportunity for home owners to improve their houses and create a beautiful mixed-use neighborhood. **This housing incentive provides a rebate on investments in residential properties up to 20% or \$27,000.**

The shaded part of this map indicates the program area for housing grants as part of the Southside Neighborhoods Initiative.



Housing



Program by the City of Paducah Department of Planning

300 South 5th St, Suite 209 City Hall

P.O. Box 2267, Paducah, KY 42002

Phone 270-444-8690

Southside@Paducahky.gov

Program Parameters

- The grant provides a reimbursement in the form of a forgivable, 0% interest loan to be applied toward an applicant's investment in their property secured by a 5 year promissory note and mortgage.
- Minimum: Minimum investment threshold for projects is \$50,000 in value.
- Maximum: While there is no maximum investment, grant awards will match up to 20% of eligible expenses. Criteria for reimbursement levels are as follows:
- Eligible projects may be awarded 15% of the eligible expenses of the project, with a maximum award amount of \$20,000.
- Eligible projects choosing to participate in the optional Beyond Code program as outlined by Fire Prevention will be eligible for an additional 5% award for adhering to the 2021 IECC energy standard building codes. This award tier caps at 20% of the eligible expenses of the project, with a maximum award amount of \$27,000.
- Only owner-occupied units will be eligible to receive funds.
- Required permits shall be obtained for each project as applicable. Any associated permit fees through the Fire Prevention Department may be included as a project expense.
- The funds will only be awarded after completion of the approved project.
- The project must be completed within 1 year of the date listed on the award letter unless a request for extension is submitted and an approval of the extension is granted. If the project is not complete and an extension is not granted, the applicant will be notified by letter and the allocated funds will be released and made available for distribution in the next round of applications.
- Upon project completion, contractor must sign an affidavit attesting to the completion and paid status of the project, or must submit paid receipts for reimbursement. Staff verifies that the work was done according to the approved application before authorizing reimbursement. Typically, reimbursements are made within 14-21 days of the submission of approved receipts.

Grant awards will be given based on availability of funds to qualifying projects. The City of Paducah reserves the right to approve or deny any application. A grant letter indicating conditional approval of funding should be received prior to the commencement of work, otherwise funding is not guaranteed.

Eligible Improvements

Examples of eligible improvements include:

- Structural rehabilitation or improvements to the existing foundation or walls
- Energy saving upgrades to the structure (not appliances)
- Exterior façade upgrades
- Replacement windows at the same size or greater
- Interior upgrades (i.e. remodeling rooms or upgrading plumbing or electrical)
- Construction of additional dwelling units
- New residential construction

Work considered routine maintenance will not be eligible for grant funds. Examples of routine maintenance include: Cleaning/power washing/cleaning gutters, mowing/pruning existing shrubs, replacing old mulch, grading gravel driveways.



Application



Southside Housing Grant – Home Rehab/New Construction

PROPERTY ADDRESS			
APPLICANT NAME			
MAILING ADDRESS			
PHONE		ALTERNATE PHONE	
EMAIL			

Is address located within the Housing Grant Area (see map)? ☐ Yes ☐ No

Do you ☐ Own ☐ Lease ☐ Under contract to purchase this property?

Are the property taxes paid up to date? ☐ Yes ☐ No

Are there any current code violations pending on the property? ☐ Yes ☐ No

Do you have property Insurance? ☐ Yes ☐ No

Have any insurance monies been paid for the repair of the project(s) listed on this application in the last five years? ☐ Yes ☐ No

If Yes, claim documentation and detail of payment must be provided.

Note: Applications received after the deadline for submittal will not be considered. Incomplete applications will not be considered. An application that does not include all the required documentation will be considered incomplete. All decisions are made according to the merit of individual projects with the overall goal of maximizing the City of Paducah and Southside Neighborhoods Initiative resources.

Brief description of the project. Include additional details, drawings, and plans as separate documents.



Submission Details

To apply, mail or drop off to:

Planning Department
Paducah City Hall
300 South 5th Street
P O Box 2267
Paducah, KY
42002-2267

Include the following in your submission:

- ☐ Completed application
- ☐ Detailed description of the project, including drawings/plans
- ☐ Photos of existing conditions
- ☐ Completed W9
- ☐ Proof of financial ability to complete 100% of the project
- ☐ Copy of Estimates and Total Project Cost Sheet
- ☐ Copy of Driver's License

Attestation

I certify that all statements on this application are true and correct to the best of my/our knowledge. My signature below means that I have read City Ordinance # 2023-06-8782 and that I understand the City's program. I hereby grant permission for the City of Paducah to verify the information supplied on my application.

I understand that this program is funded by the City of Paducah and funds and resources may or may not be available on a yearly basis. By signing this application, I understand there is no guarantee of acceptance into the program. Building permits for the project must be obtained by June 30th of the current fiscal year. Final deadline for project completion is sixty days into the next fiscal year. Failure to meet the deadline renders the project ineligible to receive grant funding unless a grant extension is provided in writing to the applicant.

I understand that the City of Paducah will review all applications and further reserves the right to approve or deny any application.

I understand that City incentives are considered taxable income, and by law, the City of Paducah is required to report this as taxable income and that a Form 1099 will be sent if an incentive is provided. A 1099 will be issued yearly for the amount forgiven (20% of the total award), every year for 5 years.

I agree to allow the City of Paducah to issue a promissory note and mortgage agreement for this award. I also agree to allow the City of Paducah to use illustrations, photographs, or other images of this project for reports, publications and advertisements both print and electronic.

Applicant Signature _____

Date _____

Title _____

Company _____

Application Completion Verification

Staff _____

Date _____

Conditional Approval Amount: _____

Director of Planning _____

Date _____



Request for Reimbursement

Southside Housing Grant – Home Rehab/New Construction



PROJECT ADDRESS	
APPLICANT NAME	
MAILING ADDRESS	

note: all reimbursement checks are mailed for security purposes.

TOTAL PROJECT COST \$		GRANT AMOUNT REQUESTED \$	
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maximum 20% or cap

REQUIRED DOCUMENTATION	
<input type="checkbox"/>	AFFIDAVIT SIGNED BY CONTRACTOR ATTESTING TO THE FOLLOWING: RECEIPT OF PAYMENT IN FULL, ALL CONSTRUCTION WAS IN ACCORDANCE TO THE MANUFACTURER'S STANDARDS, RECEIPT OF PROOF THAT ELIGIBLE COSTS HAVE BEEN PAID IN FULL TO ANY SUB-CONTRACTORS AND SUPPLIERS, CERTIFICATION THAT THESE STATEMENTS ARE TRUE AND CORRECT TO THE BEST OF THEIR KNOWLEDGE. THE PERSON COMPLETING THE WORK IS CONSIDERED THE CONTRACTOR. (AND) / (OR) INVOICES FOR MATERIALS WITH PROOF OF PAYMENT (RECEIPT OR CANCELLED CHECK) FOR EXPENSES NOT COVERED BY AFFIDAVIT. NOTE: COPY OF CHECK WILL NOT BE CONSIDERED PROOF OF PAYMENT UNLESS BOTH SIDES OF THE CANCELLED CHECK ARE PROVIDED.
<input type="checkbox"/>	CERTIFICATE OF COMPLETION/OCCUPANCY OF COMPLETION BY THE CITY INSPECTOR (IF APPLICABLE)
<input type="checkbox"/>	PICTURES OF COMPLETED PROJECT

ATTESTATION:

- I certify that all statements on this application are true and correct to the best of my/our knowledge. My signature below means that I have read City Ordinance # 2023-06-8782 and that I understand the City's program. I hereby grant permission for the City of Paducah to verify the information supplied on this application.
- I understand that I am responsible for the ongoing maintenance of these improvements.
- I certify that all costs for materials and labor have been paid and no one can claim a mechanic's lien against the property in accordance with KRS Chapter 276.
- I understand that City incentives are considered taxable income, and by law, the City of Paducah is required to report this as taxable income and that a Form 1099 will be sent yearly for the duration of my participation in the program if an incentive is provided.
- I agree to allow the City of Paducah to use illustrations, photographs, or other images of this project for reports, publications and advertisements both print and electronic.

Applicant's Signature _____ Date _____

Project Completion Verification

Staff _____ Date _____

Approval of Payment of Reimbursement

Director of Planning _____ Date _____

