



PROGRAM APPLICATION

NAME	
ADDRESS	
HOME PHONE	CELL PHONE
EMAIL ADDRESS	
SIGNATURE(S)	

FOR ALL PERSONS LISTED AS AN OWNER OF THIS PROPERTY - CERTIFYING THAT ALL INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND ACCURATE.

Please submit only pages 1 - 4 to the City - keep pages 5 & 6 for your records

House Type

- Single Family Home
- Townhome
- Condominium
- Twinhome
- Other:

Eligibility Requirements

- I own and live in the house to be remodeled
- My house has homestead status with Nicollet County property records
- My house is at least 50 years old and was built in _____ (year built)
- I have not yet begun my home improvement projects.

Eligible Improvements

The goal of the Northside Revivals program is to encourage homeowners to make large, value-added improvements to their homes.

- I expect that my proposed home improvement project will total \$25,000 or more.
The City's Building Inspections Department will verify bid amounts and material lists provided to ensure their value meets the minimum requirements.

At least one of the following value-added projects must be included in your remodeling plans to be eligible:

- Building an addition on to my home
- Major bathroom remodel
- Finishing an unfinished basement
- Major basement remodel
- Finishing an unfinished attic space
- Adding a new bathroom
- Converting an attached garage into livable space
- Moving or removing walls to change the layout of my home
- Constructing a covered front porch
- Major kitchen remodel



Project Funding

This program is funded by the North Mankato Local Revolving Loan Fund. The maximum grant amount offered through this program is \$3,000, but the amount you are specifically eligible for depends upon your total project amount and the type of projects completed. Higher grant amounts will be offered to projects that increase the curb appeal of the home, therefore providing aesthetic benefit to the entire neighborhood.

If your project includes two or more eligible exterior upgrades (see below for examples), your grant would equal 10% of your total project cost (not to exceed \$3,000). If your project does not include two or more eligible exterior upgrades, or if your project includes interior improvements only, your grant would equal 5% of your total project cost (not to exceed \$1,000). Additionally, your Building Permit Rebate will equal 50% of the total amount spent on permits (building, mechanical, plan review, etc) for your entire project.

All funds will be available on a first come, first served basis. Funds will be reserved for your project once you sign the Participation Agreement with the City.

Eligible Exterior Upgrades

In order to be considered for the maximum grant amount, you must include two or more eligible exterior upgrades as part of your home improvement project to enhance curb appeal:

- Altering the roofline on the front of the house
- Constructing columns at the front entrance
- Building a covered front porch
- Adding shakes, brick or stone on the front of the home
- Replacing and upgrading the front door and/or garage door if they face the street
- Other elements as approved before signing the Participation Agreement

Project Financing

The grant and rebate offered through this program will cover only a small portion of your total project cost. How do you intend to finance the balance of your total project?

- City of North Mankato *Northside Revivals* low-interest loan.

This program offers loans up to \$25,000 at an interest rate of Prime +1%. Homeowners may borrow up to 100% of the improved value of the property and take up to 20 years to repay. Two bids for your entire project are needed to apply for this funding. Please complete the attached loan application (Pages 3 -4).

- Loan or line of credit from your bank or credit union
- Savings
- Refinancing my home
- Other: _____



City of North Mankato *Northside Revivals* Low-Interest Loan Application

NAME	
NAME OF CO-APPLICANT	
ADDRESS	
HOME PHONE	CELL PHONE
EMAIL ADDRESS	
SIGNATURE	DATE
SIGNATURE	DATE

FOR ALL PERSONS LISTED AS AN OWNER OF THIS PROPERTY - CERTIFYING THAT ALL INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND ACCURATE.

Are you or any members of your immediate family employed or elected to any positions in the city, county or state?

Yes No

Income Information

Income listed should include all income that your household can reasonably expect to receive during the next 12 months that will be used to determine loan affordability. A credit report will be pulled for all parties that will sign loan to help determine affordability.

Name of Resident	Social Security #	Income (Per Month)	Source of Income



Credit History

Please answer all questions. If the answer to any question is "yes", please attach a written explanation.

1. Are there any outstanding financial judgments or liens against you? Yes No
2. Have you declared Bankruptcy within the last 36 months? Yes No
3. Are you a co-signer on any note or loan? Yes No

Debts

Please list ***all current financial obligations*** including child support, alimony, installment account, charge accounts, and debts to banks, finance companies and government agencies.

Creditor	City/State location of Creditor	Year Loan Account Opened	Original Amount Borrowed	Present Balance Owed	Amount of Monthly Payments
Mortgage Co.					
All Other Debts:					

Property Information

Provide the following information about the property that you wish to improve.

1. What is the current Estimated Market Value of the property to be improved? (from your most recent property tax statement.)
 \$ _____
2. Are your property taxes current? Yes No
3. How many years have you lived in the house? _____ Age of house? _____



Application Process

Step 1: Submit application to the City.

The City needs to verify that you and your property are eligible to proceed in this program.

Step 2: Schedule your contractor visit.

Recognizing that this program is encouraging large remodeling projects, the City is subsidizing the cost for each homeowner to consult with a contractor. This visit will ensure all aspects of your project have been considered, increase your home's functionality, and make sure your remodel project will fit seamlessly with your existing home. Before meeting with the contractor, make a list of the projects you would like included in your remodel. Maybe even sketch them out. Give some thought about your budget.

Step 3: Creation of plans.

Whether you hire an architect to draw your remodeling plans out for you (at a cost to you), or if you draw them yourself, you should have something in writing before meeting with contractors or applying for building permits. With a plan in hand, you will be able to present a contractor with more specific information so they provide you with a more accurate bid/estimate.

Step 4: Collect bids from contractors (or material lists for do it yourself projects).

It is always a good idea to get at least 2 or 3 bids for each of your projects to ensure you are getting a good value. For any work you plan to do yourself, you must obtain a materials list with prices from the home improvement stores and/or suppliers from which you plan to purchase your materials.

Step 5: Secure your financing.

The grants and rebates through this program will only fund a small portion of your overall project cost. If you haven't done so already, you should secure your financing at this time. You can use savings, a loan or line of credit from your bank or credit union, or refinance your home.

Step 6: Select your contractor and submit copies of selected bids to the City.

You can select whichever contractor you would like to hire. The City will review all submitted contractor bids and/or material lists to review for program eligibility and verify project value.

Step 7: Submit your plans to the Building Inspections Department for review & apply for permits.

Step 8: Sign Participation Agreement with the City.

Once all of your paperwork, contractor bids, etc. have been submitted, and your building permits issued (approved, paid for and picked up) you will be contacted to schedule a time to come in to City Hall and sign a Participation Agreement. At this time, the funds will be considered to be reserved for you and your projects. Your grant amount will be determined at this time and cannot be increased after this date.



Northside Revivals - Home Improvement Program

- Step 9:** **Schedule with your contractor to begin work.**
All work must be complete within 180 days of signing the Participation Agreement.
- Step 10:** **Complete work and finalize all building permits.**
- Step 11:** **Schedule a final walk-through with the City (separate from Building Inspections).**
This walk-through will verify that the scope of work completed included eligible projects only and did not substantially change from the original proposal submitted.
- Step 12:** **Grants and Building Permit Rebates will be disbursed to you.**
Final invoices from contractors or receipts from suppliers will need to be submitted to verify final project amounts. Once this information is received, grant and rebate requests will be processed. Please allow 7-30 days to process your request. Your check will then be mailed to you.
- Step 13:** **Consider showcasing your new remodeling projects.**
The City of North Mankato would like to showcase the remodeling projects that result from the Northside Revivals program in an annual Home Remodeling Tour/Photos on the City website. City Staff will contact you in the future about this or other options to document your remodeling project.

For any questions, please contact

Courtney Kietzer
Program Coordinator
(507) 625-4141
courtneyk@northmankato.com

Please submit applications to

City of North Mankato
1001 Belgrade Ave
North Mankato, MN 56003

