



Preliminary Application

Home by Hand is a nonprofit organization promoting quality self-help housing in urban America. HbH is seeking individuals and families who want to participate in the building of their own home.

In order to be considered for a HbH home, you must meet the following Eligibility Criteria:

- Your household income must be at or below 120% of area median income (AMI) according to family size:

| Family Size | 1 | 2 | 3 | 4 | 5 |
|----------------|----------|----------|----------|----------|----------|
| Income Maximum | \$50,400 | \$57,600 | \$64,800 | \$72,000 | \$77,760 |

In addition, you must:

- Be able to qualify for a first mortgage (HbH will assist participants in pre-qualifying for mortgages)
- Commit to living in the new HbH home as a primary residence for a minimum of 3 years.**
- Have the ability to maintain the new home (i.e. pay taxes, insurance and utilities).
- Commit to obtaining and maintaining liability insurance, flood insurance, and an active termite contract on the property for the duration of your residency in the home.
- Be employed or have a guaranteed stream of income.
- Contribute at least 3.5%** of the purchase price as a down-payment once construction is complete
- Complete a 12-hour Homebuyer training course
- Contribute monthly to a savings plan
- Contribute 100 hours to constructing your home and the homes of other program participants (within the limits of your physical abilities)

*** Please note: residency requirements, buyer contribution amounts, and other requirements vary depending on applicant's household income and the amount of subsidy required. Veterans may qualify for financing that does not require a down-payment

Home by Hand
Homesteader Preliminary Application

In order to be considered, application must be filled out completely.

Date:

Personal Information

Name: _____

Mailing Address: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____

E-Mail Address (if applicable): _____

If you are selected, who will be living in the new home with you? Please include yourself and list the names and ages of everyone and their relationship to you.

1) Name: _____ Age: _____ Relationship to you: _____

2) Name: _____ Age: _____ Relationship to you: _____

3) Name: _____ Age: _____ Relationship to you: _____

4) Name: _____ Age: _____ Relationship to you: _____

5) Name: _____ Age: _____ Relationship to you: _____

6) Name: _____ Age: _____ Relationship to you: _____

How did you hear about us? _____

Are you or any members of your household (please describe):

Veteran/Active Military?

First Responder?*

*Preference will be given to First Responders

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Financial Information

Employer's Name and Address: _____

Name and Phone Number of Your Work Supervisor: _____

Number of Years at Current Job: _____ Yearly Income: _____

If Less Than 6 Months, Number of Years at Previous Job: _____

If You Are Currently Not Working, Please List Income Amount(s):

Retirement: _____ Social Security: _____

Disability: _____ Other: _____

IF THERE IS ANY OTHER INCOME FROM OTHER MEMBERS OF THE HOUSEHOLD, PLEASE LIST THE PERSON AND THE AMOUNT:

Name: _____ Yearly Income: _____

Name: _____ Yearly Income: _____

Name: _____ Yearly Income: _____

Name: _____ Yearly Income: _____

Current Rent Payment: _____ How long have you lived at this address? _____

Are you Currently Paying or Receiving Child Support or Alimony? Yes No

If yes, what is the amount(s)? Paying: _____ Receiving: _____

Property and Living Situation

Have you ever owned a home before? Yes No

If Yes, do you still own that home or land? Yes No

If No, when did you sell that property? _____

Details: _____

What is your current work schedule? _____

What days and times would be best for you to work on HbH? _____

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Please describe any construction experience you may have:

Please describe any fundraising or other experience you have that you believe will be beneficial:

Please add any comments regarding your situation that were not covered in the application questions:

Please note that all applicants who are selected to participate in Home by Hand will be required to submit ALL of the following documents:

(These documents should not be submitted with this preliminary application.)

- Social Security card or proof of Social Security number
- Valid Photo ID
- Last four pay stubs
- Proof of other income (if applicable)
- Last three bank statements
- Last two years Tax Returns or IRS Transcripts

All preliminary applications should be sent to:

Home by Hand
1324 Riviera Ave.
New Orleans, LA 70122

erica@homebyhand.org

P: (504)529-3522

F: (504)945-1283

Applications are also available at: www.homebyhand.org

