

Initial Screening Form

For faster processing, fill out this form online at http://tinyurl.com/RTNScreeningForm

Or Scan here:



Eligible homeowners interested in RTN's Safe & Healthy Home Improvement Program (SHHIP) must complete this initial screening form.

Instructions:

Please fill out every field completely. <u>This is not a full application for services</u>. The information you provide will help determine whether you qualify to receive the full application. Rebuilding Together is currently working in the <u>Greater Bordeaux community</u> and the <u>Dickerson Pike Corridor community</u>. Fill this form out ONLY if you live in either Greater Bordeaux or the Dickerson Pike Corridor.

Submit this form to Rebuilding Together Nashville through ONE of the following options:

- Fill out the form online (link at top of page)
- Scan and return via email to info@rebuildingtogethernashville.org
- Send via USPS to 6101 Centennial Boulevard, Nashville, TN 37209

Program Info				
What community do you live in?	Bordeaux	Dickerson Pike		
SHIPP Repair Options: Critical Repairs: Critical repairs can include various improvements and the scope of work varies greatly from home to home depending on funding availability and household needs. Homeowners will agree to sign a five-year, forgivable lien on the property for the full value of completed home improvements. The process from application to project completion generally takes between six (6) and twelve (12) months.				
Rapid Repairs: Rapid repairs are repairs that are valued under \$5,000 and can include: fixing water leaks/plumbing issues, electrical issues, gutter repair/replacement, replacing damaged doors, installing grab bars, electrical repairs, repairing a leaking roof, replacing faulty appliances, hot water heaters, and other issues that could lead to larger repairs in the future. The process from application to project completion generally takes between three (3) to four (4) months.				
Homeowners can specify which option they are interested in, but Rebuilding Together Nashville will make that determination after a phone assessment.				
What SHHIP option are you interested in applying for?				
🗆 Critical Repairs	I Rapid Repairs	□ I don't know		

Household Residents & Income				
Homeowner Name(s):		Date of Birth:		
Property Address:				
Best Phone Number:	Email Address:			
Cell phone D Home Phone				
Are you or another household member a <u>veteran</u> of the United States Armed Forces? Yes No				
Do you or another household member receive <u>Disability Benefits</u> ?				
# of children (17 years or younger) in home # of adults in home (including you)				
List below all GROSS MONTHLY income for all adult household members . Include Social Security, Retirement/Pension, Wages, Child Support, etc. Does not apply to full time students.				
Monthly amount received Type (Social Security, wages, etc.) 1. 2. 3. 4. 5. 5.	<u>Who receives</u>	<u>s it?</u>		

Property Information				
Do you currently live in the home? □ Yes □ No	Are your property taxes paid in full? \Box Yes \Box No			
Do you have a current homeowner insurance policy on the house and property?				
Do you have a monthly mortgage payment?				

Home Improvement Priorities

	Please write in the top three home improvements you hope Rebuilding Together can help you complete.
1.	
2.	
3.	



Is there any additional information you wish to share?

Next Steps:

When your form is received and if it is determined you qualify through the initial screening, you will be added to our list of homeowners to receive an application. RTN's construction team will reach out to conduct a phone screening to determine which project option, Critical or Rapid, is the best fit for your home improvements needs.

We work in on a limited number of projects at a time. <mark>We will mail you a full application when we are getting ready</mark> to start new projects.

The full application is a more comprehensive form. You will be asked to provide the following documentation supporting the eligibility requirements when you submit an application:

- Government-issued photo ID for primary homeowner
- Homeowner insurance declaration page (you can request this from your home insurance company)
- Proof of income for all household income as follows:
 - Social Security = Social Security Award Letter
 - Wages = paystubs from last two months and most recent tax return
 - Pension = Annual or monthly pension statement
 - Other income = Annual benefit statement or proof of past two months of income
- Two most recent Metro Water bills and two Nashville Electric Service Bills
- If there is an active mortgage or other debt secured by your property, provide the most recent statement showing that any payments due are current. *OR*

If a mortgage or other debt secured by your property has been paid off on your home, provide the release of lien showing it has been paid off.

Additional documents required if applicable in your situation:

- If someone else co-owns your property with you, provide a copy of their government-issued photo ID(s) or a death certificate or divorce decree for property co-owner(s).
- If items in your home use natural gas, provide two most recent Piedmont Gas bills
- If you or a member of your household is a Veteran, provide their DD214 form

Thank you for your interest!