

REDEVELOPMENT AUTHORITY OF MCKEAN COUNTY
WHOLE-HOME REPAIRS PROGRAM

A. OVERVIEW:

In 2023, the Redevelopment Authority of McKean County was granted \$372,689 dollars through the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program authorized by the American Rescue Plan Act (ARPA). The purpose of the funding is to provide funding for county-wide agencies to address habitability and safety concerns, provide measures to improve energy or water efficiency, and to make units accessible for individuals with disabilities. Additionally, this program provides funding to counties for construction-related workforce development. Grants are available through this program to assist homeowners in weatherization on their residences, thus saving costly energy bills, improving home value, and eliminating blight within McKean County. **The maximum award amount is \$24,999.**

The application and all required documentation and records must be submitted in order for the application to be considered. Any application that does not include all necessary documents will not be considered until all required documents are provided to the McKean County Redevelopment Authority.

This is a first-come, first-serve grant provided to each municipality in McKean County, therefore it is pertinent to submit all required documentation and records in order for your application to be considered. The Redevelopment Authority of McKean County cannot guarantee approval of the grant funding simply because the application was submitted. A review process, including the checklist of documents, income eligibility, and availability of funding are in place to ensure proper grant management. Funding will be available until funding is exhausted or until December 31, 2024, whichever is first.

B. PROGRAM DESCRIPTION:

The Whole-Home Repairs Program exists to help homeowners address health & safety concerns and ADA improvements within their residences. Funding is available to cover up to \$24,999 of those safety repairs. The home must be located within the County of McKean and be his or her primary residence. A maximum grant of \$24,999 per applicant is available through this program.

C. ELIGIBILITY:

The following applicants are eligible for financial assistance through this program:

1. Applicant must be a homeowner and the current occupant within the County of McKean
2. Repairs must be performed by a Pennsylvania licensed general contractor
3. Applicant's income must not exceed 80% of the total area median income (AMI)

Additionally, eligible households include those who qualify for the following federal benefits: Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Free- and Reduced-Price Lunch (NSLP) and/or School Breakfast (SBP) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (SSI), Head Start and/or Early Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Section 8 Vouchers, Low-Income Home Energy Assistance Program (LIHEAP), and Pell Grants. An eligible household may also include those who qualify (and have been verified in the past 12 months) for other federal, state, and local programs including

the Weatherization Assistance Program (WAP) and DCED's LIHEAP Crisis Program.

D. REPAIRS ELIGIBLE FOR FUNDING:

Residents may apply for funding for the following Health & Safety items:

- ADA improvements
- Roofing, soffit, fascia
- Windows or Doors
- Siding
- Insulation
- Furnaces & Boilers
- Sidewalk Replacement

E. REQUIRED DOCUMENTATION:

- Timestamped photos showing work to be completed ("before" photos)
- Most recent Pension Statement or Social Security Statement *and* tax returns indicating income and household size. All proof of income for at least 2 most recent months. (See part II)
- Copy of Property Deed, Property Inspection report related to the closing of a home, or other ownership document
- Government Issued Identification
- Contractor estimate/invoice of work to be completed
- Completion of Applicant Information Form (Parts 1 & 2)
- Signed Federal Affidavit (FORM A)
- Signed Conflict of Interest Statement (FORM B)
- Indemnity Form (FORM C)
- Non-Collusion Affidavit
- Copy of building permit for repairs issued by Municipality where house is located (***not needed at time of application, only if approved for funding**)

F. DISCLOSURES:

Submission of this application does not guarantee you will receive funds, or the full amount requested. Funding will be first come / first served to applicants that meet all requirements and submit a completed application. The application and all required documentation and records must be submitted in order for the application to be considered. Any application that does not include all necessary documents will not be considered until all required documents are provided to the McKean County Redevelopment Authority.

If application is considered, an agreement between the McKean County Redevelopment Authority and the Resident will be required. Upon completion of the agreement, a letter of approval will be sent to the applicant.

If e-mailing the application, please send to bcorbett@mcra.org.

If mailing a hardcopy of the application, please send to:

McKean County Redevelopment Authority
WHRP Application
415 W. Main Street
Smethport, PA 16749

Any questions regarding this application or program can be directed to the McKean County Redevelopment Authority at 814-887-5563 ext. 115.

PART I: HOUSEHOLD INFORMATION

Enter name of applicant, legal address (where the applicant currently lives) and contact information below.

Name of Applicant:

	Legal Address	Mailing Address (if different from legal)
Street, Apt./Unit #		
State, City, Zip Code		
Phone Number(s)		
Email(s)		

Total Funding Amount Requested:
Enter the estimate of total cost for work to be completed:
Enter approximate date of completion of construction:

Contractor Name:		
Contractor Mailing Address:		
City:	State:	ZIP Code:
Phone:	Email:	

PART II: ANNUAL INCOME

Enter all household and annual gross income information below.

Sources of income include:

- Money, wages and salaries before taxes and any deductions
- Net receipts from non-farm or farm self-employment (receipts from a person's own business or from an owned or rented farm less deductions for business or farm expenses)
- Regular payments from social security including SSDI, railroad retirement, unemployment compensation, strike benefits from union funds, worker's compensation, veteran's payments, training stipends, alimony, and military family allotments
- Private pensions, government employee pensions (including military retirement pay), and regular insurance or annuity payments
- Dividends and/or interest
- Net rental income and net royalties
- Periodic receipts from estates or trusts
- Net gambling or lottery winnings

Household Member #	Full Name (Including Applicant)	Relationship to the Head of Household (co-head, spouse, child, etc.)	Employed? (Y or N)	Annual Gross Income
1		Head of Household		
2				
3				
4				
5				
6				
7				
8				
Annual Gross Income from All Sources (Total of All Household Members):				

FEDERAL AFFIDAVIT (FORM A)

By executing this Affidavit, Applicant(s) acknowledge and understand that Title 18 United States Code Section 1001: (1) makes it a violation of Federal law for a person to knowingly and willfully (a) falsify, conceal, or cover up a material fact; (b) make any materially false, fictitious, or fraudulent statement or representation; OR (c) make or use any false writing or document knowing it contains a materially false, fictitious, or fraudulent statement or representation, to any branch of the United States Government, and (2) requires a fine, imprisonment for not more than five (5) years, or both, which may be ruled a felony, for any violation of such Section.

Stated this ____ day of _____, in the year of _____.

Applicant (Affiant) Signature

Applicant (Affiant) Printed Name

Joint Applicant (Affiant) Signature

Joint Applicant (Affiant) Printed Name

CONFLICT OF INTEREST (FORM B)

I hereby disclose any and all of my conflicts of interest and potentially conflicting interests, including specific financial interests and relationships and affiliations relevant to the Redevelopment Authority of McKean County, to include employment and or any affiliation to any employee, including members of Borough, City or Township Council. This applies to the present time.

NO _____

YES _____

PLEASE LIST ANY AFFILIATIONS:

IF YES, ADDITIONAL DOCUMENTATION WILL BE REQUIRED TO RECEIVE FUNDING. CONTACT THE MCKEAN COUNTY REDEVELOPMENT AUTHORITY AT 814-887-5563 FOR THE REQUIRED ADDITIONAL DOCUMENTATION.

Print Name

Signature

Date

INDEMNITY (FORM C)

By completing this form and application, the undersigned on behalf of themselves and/or their organization requesting funding affirmatively acknowledge and accept the terms and conditions of any award of funding and further agree to fully release, indemnify, hold harmless, and exonerate the Redevelopment Authority of McKean County, its officers, employees, and agents from and against any and all claims Applicant and/or any third parties for damages including but not limited to losses, property damage, costs and/or fees by the that may arise out of and/or result from the review, approval or denial of funding for this program and/or the Applicant's pursuit of said funding.

Print Name

Signature

Date

Whole - Home Repair Program Checklist

On Application

1	Property Deed	
2	Property Tax Verification	
3	Government Issued ID	
4	Estimate of Work	
5	Income Statements	
6	Proof of Income – Past 2 Months	
7	Before Photos	
8	Application (Parts 1 & 2)	
9	Federal Affidavit (Form A)	
10	Conflict of Interest (Form B)	
11	Indemnity Form (Form C)	
12	PA General Contractor License & Proof of Insurance	
13	Non-Collusion Affidavit	
14	Building Permit (*not needed at time of application, only if approved for funding)	

On Agreement

1	Signed Agreement Between MCRA & Owner	
2	Commitment Letter Sent to Owner	

After Repairs are Performed

1	After Photos Showing Completed Work	
2	Invoice from Contractor	
3	Check sent to Contractor	



NON-COLLUSION AFFIDAVIT

PROJECT/PROPERTY LOCATION (STREET ADDRESS):	CONTRACT/PROJECT NUMBER:
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This Non-Collusion Affidavit is material to any contract/purchase order awarded pursuant to this bid. According to Section 4507 of Act 57 of May 15, 1998, 62 Pa. C.S., ss 4507, governmental agencies may require Non-Collusion Affidavits to be submitted with any bids.

By submittal of a bid for the above referenced project and execution of this affidavit, the following statements are acknowledged:

- The price(s) and amount of bid have been arrived at independently and without consultation, communication or agreement with any other Contractor, potential Contractor or bidder.
- Neither the price(s), amount of this bid nor the approximate price(s) or amount of bid, have been disclosed to any other company or person who may be a Contractor or potential Contractor, nor will they be disclosed prior to this bid opening.
- No attempt has been made, or will be made, to induce any company or person to refrain from bidding on this contract or submit a proposal higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- This bid is made in good faith and not pursuant to any agreement or discussion with, or inducement from any company or person to submit a complementary or other noncompetitive bid.
- To my best knowledge, the Contractor, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
- The Contractor is not currently under suspension or review by the commonwealth, or any other Federal, State or Local Governmental entity. If certification cannot be made, a written explanation to support the inability of providing such shall be submitted with this bid.

LEGAL NAME OF CONTRACTOR OR CONSTRUCTION COMPANY (PLEASE PRINT):

AUTHORIZED REPRESENTATIVE (PLEASE PRINT):

TITLE:

I state that I am authorized to make this affidavit on behalf of the above name Contractor or Construction Company and am the person responsible for submitting this bid and price(s) and amount included therein.

SIGNATURE (AUTHORIZED REPRESENTATIVE):

NOTARY PUBLIC:

SWORN TO AND SUBSCRIBED

BEFORE ME THIS ____ DAY

OF _____, 20 ____

MY COMMISSION EXPIRES:

The following information is to provide (at minimum) an overall explanation of non-collusion and the role/responsibility of entities desiring to participate in the bidding process for pending projects as advertised.

- A Non-Collusion Affidavit must be executed by the person responsible (i.e; owner, employee, officer) for making decisions on price(s) and amount(s) quoted in the bid.
- Bid rigging and other efforts to restrain competition, and making false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the affidavit should be aware of all bidding requirements and protocol. By signing this document, she or he must be assured that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder as to their responsibilities for the preparation, approval and/or submission of the bid.
- In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid proposal, and an affidavit be submitted separately on behalf of each party.
- The term "complementary bid" as used in the affidavit, incorporates the meaning commonly associated with its' use in the bidding process. This includes the knowing submission of bid amounts higher than the bid from another Contractor, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
- Failure to submit an affidavit with the bid proposal in compliance with these instructions may result in disqualification of the bid.