



Chattanooga Lead-Safe & Healthy Homes

For More Information: 423-634-7344 or fralston@chattanooga.gov

Dear Landlord Owned/Tenant-Occupied Home Applicant:

Chattanooga Lead-Safe and Healthy Home Program is a no-cost to the occupant program available to both owner and tenant-occupied property owners of homes built before 1978, qualifying families and home-based day care operations. Funded by the US Dept. of Housing and Urban Development (HUD), the Lead-Safe and Healthy Home Program provides lead hazard identification/assessment and work by contractors to remediate and control lead hazards at the enrolled property. Included in this packet is the application, a list of documents you will have to provide for qualification and brochures that give more information about how to protect property occupants from lead-based paint hazards. The qualification requirements for the Chattanooga Lead-Safe and Healthy Home Program are:

- (1) An home built prior to 1978 – can be Landlord owned/tenant occupied. Manufactured homes or trailers are not eligible.
- (2) Income documentation that verifies TENANT current yearly income at 50% of the median area income (an income table is provided on page 1 of the application document).
- (3) Documentation of current paid taxes.
- (4) Proof of home ownership through public record property assessment data or deed copy.
- (5) Proof of property insurance

Strongly desired are associated children less-than 6 years of age who live and visit the home. Units with associated children less than 6 years will increase the priority level for assessment and funding. Units with associated children that have an elevated blood lead level or is referred by the Chattanooga Health Department or other medical home will receive the highest priority for both assessment and funding.

Note: All documents must be signed by the property owner of public record.

We will be happy to assist you with completing the requirements for program enrollment.

It is **extremely important** to list each adult and child living in the home and provide the required information. Please list children less-than 6 years of age visiting the home on a regular basis (as described by the application), please be sure to list these children on your application and complete all requested information in this section.

***A child that visits a home constructed prior to 1978, less than six (6) years of age, on at least two (2) different days within any week (Sunday through Saturday period), provided that each day's visit lasts at least three (3) hours and the combined weekly visits last at least six (6) hours, and the combined annual visits last at least sixty (60) hours is considered a visiting child.

A legitimate (processed by a certified lab) blood test for children between the ages of one and six (1-6) years old is recommended to be done within six (6) months preceding housing intervention. A copy of the lab results must be included **OR** a signed statement from the parent or guardian refusing to allow testing for blood-lead for the particular child.

After approval, both the landlord and tenant will be contacted to schedule a free in-home lead inspection/risk assessment at the property that may qualify the home for other work to control hazardous levels of lead-based paint found. If you have any questions regarding the program or how to complete any of the documents, please contact our office at leadsafehomes@chattanooga.gov or 423-643-7344.



Chattanooga Lead-Safe & Healthy Homes

City of Chattanooga Community Development, 101 E. 11th Street, Suite 200,
Chattanooga, TN 37402 Chattanooga.gov/lead
423.643.7344 or fralston@chattanooga.gov

Landlord Owned – Tenant Occupied Property Application

Property Information:

Property Address: _____
Street Zip Code

Number of Units/Apartments within Building _____ Does the property have: Water ___ Electricity ___ Heat ___

Landlord Property Owner Name: _____

Mailing Address: _____ City: _____ ZIP: _____

Landlord Telephone Number: _____ Alternate Number: _____

Email: _____ Ownership Status: Individual ___ LLC ___ Partnership ___ Corp. ___

Tenant Information: (If property is vacant, please write "Vacant")

Name of Tenant(s): _____

Tenant Telephone Number: _____ Alternate Number: _____

Email: _____ Total Number Living in Household: _____

Through signature, I acknowledge and understand that agreement to the following terms and conditions will be required if lead-based paint hazards are found in the rental. If NO lead-based paint hazards are found the owner will receive a report (value of approximately \$800) stating an inspection/risk assessment was completed and no other action is necessary. The inspection report is valid for the life of the unit. If lead hazard control funds for are granted for a project completion due to identified lead-in-paint hazards the below terms shall apply for up to a three (3) year period following completion of the lead-hazard remediation work. Initial: _____

1. I agree to allow the City of Chattanooga to list the rental unit in the Lead-Safe Program Registry List that will be located on the City Community Development website. I understand that the registry list will be available to the public. Initial: _____

2. I agree to market and make the rental unit available unit to low-income tenants. Household income levels must not exceed the current HUD income limit of Very Low (50%). Initial: _____

Household Size	1	2	3	4	5	6	7	8
Yearly Income	\$21,600	\$24,700	\$27,800	\$30,850	\$33,580	\$35,800	\$38,300	\$40,750

3. I agree to inform the City of Chattanooga as soon as the rental unit (s) becomes available for rent. Initial: _____

4. I agree to provide the City of Chattanooga with the identity of all persons occupying the rental unit. This information will include: Name, Date of Birth, Age, Income Information and Ethnicity. Initial: _____

5. I agree to grant City of Chattanooga access to the rental unit (on a yearly basis upon request) for up to 3 years following the completion of the work to ensure that the house remains a lead-safe unit. Initial: _____

6. Rent for the existing tenant cannot be raised as a result of the completed lead hazard control work. Rents for new tenants shall remain affordable. I agree to provide lease information for existing and new tenants to verify affordability. Initial: _____

ELIGIBILITY - Please answer ALL of the following questions.	Yes	No
1. Are property taxes for this home current?		
2. Does the Landlord have property insurance? Evidence will be required.		
3. Does the home have at least one bedroom?		
4. If the tenant needs to relocate while repairs are completed, do you have resources to support relocation? This will be discussed during the initial interview.		
5. Is this property currently participating in any other HUD or housing improvement programs? If yes, which ones?		
6 Has this unit had a lead-based-paint inspection/risk assessment conducted in the past? Do you have knowledge of any existing lead-based paint or hazards?		
7. Does the unit have any mold, yard areas of standing water, or water in the basement or crawl space?		
8. Does the unit have roof leaks or structural concerns? Please explain		
9. Would you or someone who conducts maintenance on your pre-1978 housing units be willing to attend an 8-hour class in Lead-safe Renovation, Repair, and Painting if you (or designated maintenance person) do not currently hold that certification?		

How did you hear about this program? _____

The Chattanooga Lead-Safe and Healthy Homes Program staff must do an inspection/risk assessment AND the home must test positive for lead-based paint hazards. The need for repairs will be determined by Program Staff.

Do you (**the landlord**) have a business or family relationship with any City of Chattanooga employee or any contractor who may bid on projects undertaken by the Lead Safe and Healthy Homes Program? (Relationship disclosure is required but does not affect qualification)
 No ____ Yes ____ Please Explain: _____

Do you (**the landlord**) give permission for Chattanooga Lead Safe and Healthy Homes to share 1) contact information 2) test results from lead-based paint risk assessments and 3) scope of work/specifications developed through our effort with partner agencies for the sole purpose of identifying additional project funding sources? **No**____ **Yes**____ **Initial** _____

Can you, (**the landlord**) contribute to the project in some way, either through project money, labor, or tenant relocation assistance? No____ Yes____ Initial _____

I understand this information is for the purpose of determining eligibility for City of Chattanooga Housing Programs. I certify that the information I am providing is true and correct and is subject to verification at any time. I also acknowledge that if I provide false information, I will be subject to the penalties of perjury under Federal, State, and Local law. Warning: Title 18, Section 1001 of the U.S. Code States that a Person is Guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. I also give permission to refer my application information to other faith-based and non-profit home repair service partners for the sole purpose of increasing services and benefit provided to me. I agree to allow non-identifying photographs to be taken of my home and used for program, presentation, and advertising purposes.

Signature of Landlord Property Owner

Date

For the Tenant - (This information is confidential and will not be shared with the landlord:

Property Address: _____ Monthly rental rate? _____

To Determine Tenant Eligibility **PROOF OF IDENTITY AND INCOME IS REQUIRED** for **ADULT HOUSEHOLD MEMBERS** residing at the address. **You must complete the occupant information sheet.**

- Picture Identification for all Adults Example: Driver’s License or other Government issued ID**
- ALL INCOME RELATED documents for ADULT HOUSEHOLD MEMBERS residing at the address. Examples: 3 months of bank statements and pay stubs, SS, SSI, W2’s, or Pension information**
- INFORMATION ON ALL ASSETS. Examples (but not limited to) of assets are cash or non-cash items that can be converted to cash, including real property, savings, stocks, bonds, or other capitol investment.**

If you are enrolled in the Section 8, Tenant Based Voucher Program, do you give permission for the Chattanooga Housing Office to disclose and provide income verification documentation to the City of Chattanooga Lead Safe and Healthy Homes Program? Yes___ No __

Signature_____

In rare instances a family may need to remain away from the home while the work is being completed. If relocation is required do you have a relative/friend or resources to temporarily relocate for an average of 3-5 days? Please explain: _____

Do you (**the tenant**) or any person living in the home have a business or family relationship with any City of Chattanooga employee or any contractor who may bid on projects undertaken by the Lead Safe and Healthy Homes Program? (Relationship disclosure is required but does not affect qualification) No ___ Yes __ Please Explain: _____

Do you (**the tenant**) give permission for Chattanooga Lead Safe and Healthy Homes to share 1) contact information and 2) income qualification documents developed through our effort with partner agencies for the sole purpose of identifying additional project funding sources? No ___ Yes___ **Initial** _____

How did you hear about the program?_____ (Agency)

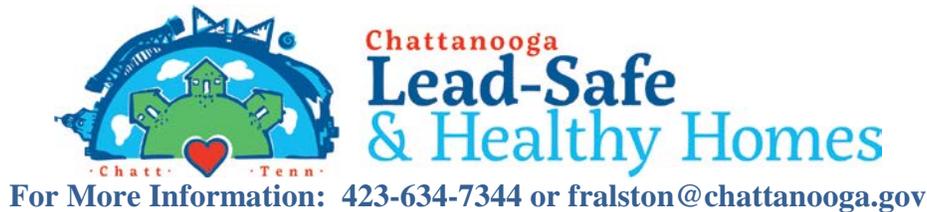
I verify that the answers provided above are accurate to the best of my knowledge. I certify that the information I am providing is true and correct and is subject to verification at any time. I also acknowledge that if I provide false information, I will be subject to the penalties of perjury under Federal, State, and Local law. Warning: Title 18, Section 1001 of the U.S. Code Sates that a Person is Guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

Tenant(s) Signature)

Date

If someone other than the Tenant has prepared this application, that person must sign below.

Prepared by:_____ Date: _____



Checklist of Items Needed For Your Application

Please Bring These To Your Appointment If Possible

Landlord Documents:

- Completed Application Document
- Social Security Card/ Picture ID of Property Owner
- Copy of the Tenant Lease
- Property Deed and proof of mortgage
- Evidence of Property Insurance
- Property Tax Receipt
- Signed Lead in Housing Disclosure Form

Tenant Documents:

- Completed Application Document
- Picture ID for all House-Hold Members 18 or over
- Bank Statements For Most Recent 6 Months
- Savings Account Statements for Most Recent 6 Months
- Evidence of Any Other Assets That May Generate Income – Including Other Property Deeds, Stocks, Bonds, Insurance Policies etc (Assets will be reviewed with you)
- Associated Child Forms Signed by Parent
- Results of Child Blood-Lead Testing or Signed Parent Refusal Form for Each Child
- Referral form from Health Department (If applicable)



Chattanooga
**Lead-Safe
& Healthy Homes**

For More Information: 423-634-7344 or fralston@chattanooga.gov

**Disclosure Requirement and Information on Identification of
Lead Content in Paint and Potential Lead Based Paint Hazards
and
Permission of the Property Owner to Conduct
Lead-Based Paint Risk Assessment Activity**

Lead Warning Statement

Any residential dwelling built prior to 1978 may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The owner of any interest in residential real property built before 1978 is required to provide potential buyers and/or tenants with information on lead-based paint content or potential hazards from risk assessments or inspection reports conducted. It is the owner's responsibility to notify potential buyers and/or tenants of any known lead-based paint content or hazards. The Chattanooga Lead-Safe and Healthy Homes Program will provide home inspection/risk assessment service by certified professionals to qualified applicants. However, the inspection/assessment process may identify lead content in paint and/or hazards that if not addressed during project work, must be made known to other interested parties at time of rental or sale. Housing that has been inspected by a certified inspector and found to be free of lead-based paint is not under the disclosure requirements. The inspection/risk assessment document is your proof of compliance. This document serves as notice of the property owner's obligation of disclosure to others of any results as determined under federal law 42 U.S.C. 4852(d). Penalties apply for non-compliance.

Property Owner's Disclosure

I _____ owner of property located at

_____, in the county of Hamilton, have received the June 2017 edition of the pamphlet *Protect Your Family from Lead in Your Home*, am aware of the obligations of disclosure and compliance with Federal Law 42 U.S.C. 4852(d) and give permission to conduct Risk Assessment and LBP Hazard Reduction Activity on the above described property. The owner understands the Chattanooga Lead-Safe and Healthy Home Program is providing service at no charge and will be held harmless from all liability.

Signed: _____ Date: _____

Printed Name: _____

Chattanooga Lead Safe and Healthy Homes Case Manager _____

Date: _____ How was the pamphlet delivered? _____



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For More Information, Visit Our Website at <http://Chattanooga.gov/lead>:
Or Contact Us At 423-634-7344 or fralston@chattanooga.gov

Chattanooga Lead-Safe and Healthy Homes Program Verification of Associated Children Less Than 6 Years of Age

Full Name of Child Less Than 6 Years of Age	Date of Birth	Is Child Living in or Visiting the Home?	Relationship to Applicant	Parent/Legal Guardian Signature

By signing this document, you certify that you are a parent or guardian of the named child (or children) and verify their status as either living at the address below - or as a regular visitor (at least 2 different days within the same week and at least 3 hours per visit totaling 6 hours per week and combined annual visits of at least 60 hours per year) at the property belonging to:

Name of Applicant:

Street Address

City

County Street

Signed: _____ Date: _____

Phone _____

*You may be contacted for additional verification information or for confirmation of the above information

