

What is it all about?

The Borough of Woodland Park Housing Rehabilitation Program is designed to assist eligible residents with funding for major and minor housing rehabilitation to their principal place of residence.

This brochure provides a brief description of eligibility criteria, the application process and procedures.

So How Does the Program Help?

The program is designed to provide assistance based on the Program Building Inspector's determination of what eligible items are needed and does not guarantee the maximum assistance.

If eligible, a 100% property rehabilitation Deferred Loan will be made available on a First Come, First Served basis. A lien will be placed on your home and recorded with your property deed. This Loan (not to exceed \$15,000) shall be forgiven ten (10) years from the date it is recorded at the County. During the ten (10) years, if you should transfer title or rent to someone for any reason, you, your heirs, executors or representative, must notify the Township and repayment must be made within thirty (30) days.

Have any Questions?

If you require assistance in completing the related forms or need answers to any questions, please contact the Program Staff at:



44 E. Water Street
Toms River, NJ 08753

Phone: 732-477-7750

Fax: 732-920-9649

Email: rehabco@aol.com

Website: rehabconj.com

THIS BROCHURE IS SUBJECT TO
CHANGE WITHOUT NOTICE.

Borough of Woodland Park



Housing Rehabilitation Program Brochure

Program Administered By



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Who is Eligible?

- The applicant must be a resident of the Borough of Woodland Park.
- The applicant must be the owner of the property and the property must be the principal place of residence.
- The Building cannot contain more than one (1) rental units and the principal unit must be owner occupied. All rent received must be declared as income by the applicant.
- The annual GROSS income (amount prior to taxes) of all persons residing in the applicant's household must not exceed the maximum income level established by State Guidelines. These limits are subject to change annually.
- Property taxes must be current.
- The building must not be utilized for any purpose other than residential use.

Find the number of persons residing in the household to obtain the maximum income allowed. Subject to change without notice.

# of Persons in Home	Maximum Allowed Income		# of Persons in Home	Maximum Allowed Income
1	\$50,878		5	\$78,497
2	\$58,146		6	\$84,311
3	\$65,414		7	\$90,126
4	\$72,682		8	\$95,940

ELIGIBLE Rehabilitation and Improvements are:

Major Repairs or Replacements:

- Roof
- Heating System (includes hot water heater)
- Plumbing (includes sewer and water connections)
- Electric
- Weatherization to reduce energy consumption
- Structural damage
- Handicap facilities (documentation required)
- Additional bedroom space (ONLY when approved by program officials. Specifically, when different sex children reside in same sleeping area)
- Stove (ONLY when a safety hazard exists)

Minor Repairs or Replacements:

- Minor painting
- Masonry
- Gutters and leaders
- Drywall and flooring
- Fixtures
- Minor Carpentry
- Repair Driveways and sidewalks

INELIGIBLE Rehabilitation and Improvements are:

- Custom Painting
- Cosmetic Luxury Fixtures
- Purchase of appliances not required by local code
- Acquisition of land
- Landscaping
- Custom tile
- Retention walls

You Qualify! What Next?

If after reading this pamphlet, you believe you are eligible for assistance, the first step is to **completely** fill out and return the Application along with all the documentation requested. Incomplete applications and/or missing documents will result in delaying your eligibility.

Applications are logged in order of the date a complete application is reviewed and approved and will be served on a First Come, First Served basis.

If your application has been on file for more than six (6) months when it reaches the top of the Application Log Book, your eligibility must be re-verified based on the requirements at the present time. If determined eligible, an appointment will be scheduled for an electrical inspection and a property inspection. You, or an adult representative, **MUST** be present for both inspections. A Work Write-Up for rehabilitation work will be prepared based upon the results of these inspections. A copy of the Work Write-Up will be forwarded to you for your review and comments.

The Program Building Inspector and the Homeowner will monitor the construction work in order to determine compliance with the Rehabilitation Contract. All work must be approved by the applicable Borough Inspectors as well as the Program Inspector prior to the contractor receiving payment.