



June 28, 2019

## Neighborhood Resources

# Homeowner Minor & Emergency Repair Program

The Neighborhood Resources Division of the City of Wichita Falls offers a program to perform certain kinds of limited minor repairs on single-family homes of qualified low to moderate income homeowners.

### ◆ What Kind of Repairs Qualify ?

The Minor Repair program is designed to assist in the following types of repair: roofs, sewer lines, gas lines, waterlines, water heaters, electrical systems, limited repairs to heating/cooling systems, and limited handicapped accessibility.



Your property will be inspected by the Neighborhood Resources Division. The inspector will discuss the nature of the problems and possible remedies to determine what kind of repairs the program may be able to assist with.

### ◆ What Determines if I Am a "Low to Moderate Income Homeowner"?

To be eligible for the Minor Repair Program, your household income cannot exceed the following limits for your family size: **Note: An applicant's non-restricted liquid assets cannot exceed \$10,000.**

Family Size	Maximum Household Income
1	\$33,500
2	\$38,300
3	\$43,100
4	\$47,850
5	\$51,700
6	\$55,550

### ◆ How Do I Apply ?

You may call or come by our office in Room 300, Memorial Auditorium, 1300 7<sup>th</sup> Street. During this initial visit we will discuss your repair needs, gather basic application information, and explain how the program works.

The Neighborhood Resources Inspector will then contact you to discuss in detail the nature of the problem with your home and make an appointment to come to your home to look at the problem. If we determine that we are able to help you, our inspector will give you an application to fill out.

You must provide documentation of all income received by household members 18 yrs. of age or older and supply proof of property ownership and legal residency.



Is your home in need of repairs?



# City of Wichita Falls



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### ◆ What Else Determines Whether I Qualify ?

- You must be the owner-occupant.
- You must have proof of ownership such as a valid Warranty Deed or Warranty Deed with Vendor's Lien.
- You must **NOT** owe any debts to the City of Wichita Falls (unpaid taxes, traffic tickets, etc.)
- You must be a U.S. citizen or permanent legal resident.
- Your home cannot be located in the 100-year floodplain.
- Manufactured housing is not an eligible property type.
- Substandard homes with multiple, excessive problems are not eligible for repairs.

### ◆ How Much Money Can Be Spent On Needed Repairs ?



Approximately \$5,000 - \$7,000 is available for qualified repairs to your home.

### ◆ How Quickly Will The Repairs Be Completed ?

The Neighborhood Resources Division will work promptly to make the necessary repairs. The job will be put out to bid, and a contractor will be hired to perform the work. Most repairs begin within 10 business days after acceptance of bid.

However, if the problem is a serious threat to health or safety, it may be classified as an **Emergency Repair**, and work will begin as soon as possible. The Neighborhood Resources Division supervises the repairs.

For More Information Contact:

**Neighborhood Resources  
Room 300  
Memorial Auditorium  
1300 7th Street  
Wichita Falls, Texas 76301**

**Hours: 8:00 AM to 5:00 PM M-F  
(940) 761-7448**