

MAIL TO: P. O. BOX 846, RUSSELLVILLE, AR 72811 OR RETURN IN PERSON TO: 301 EAST 3RD ST., RUSSELLVILLE, AR 72801 PHONE: 479-968-5001 FAX: 479-968-5002

APPLICATION FOR HOME REHABILITATION ASSISTANCE

NAME:(HEAD OF HOUSEHOLD) F			
STREET ADDRESS:			
CITY:	STATE:	ZIP CODE:	
MAILING ADDRESS(IF DIFFERENT	FROM STREET A	DDRESS)	
CITY:	STATE:	ZIP CODE:	
COUNTY:			
HOW LONG HAVE YOU LIVED AT THIS A		YEARS	
SOCIAL SECURITY #:	BIRTHD	ATE	
HOME PHONE #:()	CELL PHONI	E #:(
RACE: (CHECK ONE) [] WHITE (not of Hispanic origin) [] HISPANIC [] ASIAN or PACIFIC ISLANDER	[] AMERICA	ot of Hispanic origin) N INDIAN or ALASKAN NATIVE	
NOTE: THE INFORMATION SOLICITED ON THIS APPLICATION IS REQUESTED BY THE GRANTEE IN ORDER TO ASSURE THE FEDERAL GOVERNMENT, ACTING THROUGH THE RURAL DEVELOPMENT, THAT FEDERAL LAWS PROHIBITING DISCRIMINATION AGAINST APPLICANTS ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, RELIGION, SEX, FAMILIAL STATUS, AGE, AND HANDICAP ARE BEING COMPLIED WITH. YOU ARE NOT REQUIRED TO FURNISH THIS INFORMATION, BUT ARE ENCOURAGED TO DO SO. THIS INFORMATION WILL NOT BE USED IN EVALUATING YOUR APPLICATION OR TO DISCRIMINATE AGAINST YOU IN ANY WAY. HOWEVER, IF YOU CHOOSE NOT TO FURNISH IT, THE GRANTEE IS REQUIRED TO NOTE THE RACE/NATIONAL ORIGIN AND SEX OF THE INDIVIDUAL APPLICANTS ON THE BASIS OF VISUAL OBSERVATION OR SURNAME.			
HEAD OF HOUSEHOLD'S MARITAL STAT	L J	RRIED []SEPARATED []DIVORCED []WIDOWED	
HEAD OF HOUSEHOLD'S EDUCATION (Y	EARS OF SCHOOL	COMPLETED):	
IS HEAD OF HOUSEHOLD A CITIZEN OR	PERMANENT RES	IDENT OF THE U.S.? [] YES [] NO	

IS ANYONE IN THE HOME A U.S. VETERAN? [] YES [] NO IF YES, PLEASE LIST NAME(S):				
HOW MANY PEOPLE IN THE HOUSEHOLD ARE HANDICAPPED?PLEASE LIST NAME(S):				
PLEASE LIST THE TOTAL MONTHLY AND YEARLY GROSS INCOME OF <u>EVERYONE IN</u> <u>THE HOUSEHOLD</u> .				
PROOF OF INCOME MUST STUBS, W-2 FORMS, PRINT ETC.) APPLICATIONS CAN	ΓOUT FROM SOCIA	L SECURITY AND	OOR SSI, 40	1K, FOOD STAMPS,
SOURCE OF HOUSEHOLD	<u>INCOME</u>	MONTHLY		<u>YEARLY</u>
EMPLOYMENT/WORK		\$	\$_	
SOCIAL SECURITY/S.S.I.		\$	\$_	
PENSION OR RETIREMENT		\$	\$	
V.A. BENEFITS OR PENSIO	N	\$	 \$	
T.E.A.		\$	\$	_
SNAP (FOOD STAMPS)		\$	\$	
OTHER_		\$	\$	
TOTAL HOUSEHOLD INC		\$	<u> </u>	
LIST <u>ALL</u> HOUSEHOLD MEMBERS (THIS INCLUDES YOURSELF), DATE OF BIRTH, SOCIAL SECURITY NUMBER, AND RELATIONSHIP OF ALL PERSONS LIVING IN THE HOUSEHOLD. SOCIAL FULL NAME DATE OF SECURITY RELATIONSHIP BIRTH NUMBER				
		-		SELF_
		-		
		<u>-</u>	<u>-</u>	
		<u>-</u>	-	
		-	-	
		-	_	
	_			

NOTE: PLEASE ATTACH A COPY OF YOUR PROPERTY DEED AS PROOF OF OWNERSHIP. APPLICATIONS CAN NOT BE PROCESSED WITHOUT PROOF OF CURRENT PROPERTY OWNERSHIP.			
INDICATE PROPERTY OWNERSHIP STATUS: [] OWN YOUR HOME (NO MORTGAGE/MORTGAGE PAID IN FULL) [] OWN YOUR HOME (UNDER MORTGAGE) [] LEASE TO OWN CONTRACT (BUYING YOUR HOME/UNDER ESCROW)			
IF UNDER MORTGAGE/ESCROW, HOW YEARS	W LONG HAVE YOU BEF	EN PAYING ON YOUR HOME?	
ARE YOU A FIRST GENERATION HOM	ME BUYER? []YES []N	O	
DO YOU OWN (INCLUDING CO-OWN) PROPERTY OF RESIDENCE. [] YES [TATE OTHER THAN THE	
DWELLING CONSTRUCTION TYPE: []BRICK []WOOD FRAME	[] MOBILE HOME []	OTHER	
APPROX. AGE OF HOUSE:	YRS.		
WHAT TYPE OF "SEWER SYSTEM" IS [] CITY SEWER [] [] NO SEWER SYSTEM []	OUTSIDE SEPTIC TANK		
WHAT TYPE OF FUEL IS USED TO HE. [] ELECTRICITY [] BOTTL [] WOOD [] NATUR	ED GAS OR PROPANE	[] NONE	
CHECK ALL REPAIRS NEEDED ON THE HOUSE. (ATTACH SHEETS IF ADDITIONAL SPACE IS NEEDED.) NOTE: KEEP IN MIND ANY "HEALTH OR SAFETY" HAZARDS WILL TAKE PRIORITY OVER OTHER REQUESTS.			
[] SEWER SYSTEM	[] ELECTRICAL		
[] PLUMBING [] WINDOWS/DOORS			
[] FLOORS/FOUNDATION [] ROOF			
[] SIDING [] INSULATION			
[] HEAT/AIR SYSTEM	[] OTHER (PLEASE EX	(PLAIN BELOW)	

DIRECTIONS TO YOUR HOME:
REFERRAL SOURCE: [] AGENCY [] LENDER [] ADVERTISING/MAILER [] REALTOR [] WALK-IN [] WORD OF MOUTH
PLEASE LIST NAME, ADDRESS, AND PHONE NUMBER OF PERSON ASSISTING WITH APPLICATION.
NAME:PHONE NUMBER:
ADDRESS:
CITY: STATE: ZIP:
OPTIONAL:
I/WE HEREBY AUTHORIZE UNIVERSAL HOUSING DEVELOPMENT CORPORATION TO
RELEASE INFORMATION REGARDING MY APPLICATION FOR HOUSING REHABILITATION ASSISTANCE TO THE INDIVIDUAL LISTED ABOVE.
REIMBIETTATION ASSISTANCE TO THE HADIVIDEAE EISTED ABOVE.
I CERTIFY THAT I AM THE RESIDENT AND HOMEOWNER OF THE ABOVE-MENTIONED
PROPERTY AND HAVE GIVEN MY PERMISSION TO ALLOW WORK ON MY HOME IN ACCORDANCE WITH HOME REPAIR PROGRAM GUIDELINES. I FURTHER CERTIFY THAT
ALL INFORMATION LISTED ON THIS APPLICATION IS TRUE AND CORRECT TO THE BEST
OF MY KNOWLEDGE.
(APPLICANT SIGNATURE) (DATE)
(CO-APPLICANT SIGNATURE) (DATE)
OFFICE USE ONLY
DATE RECEIVED: TIME RECEIVED:
[] DROP BOX [] MAIL [] IN PERSON [] EMAIL [] OTHER:
LOGGED IN COUNSELOR MAX (INITIAL)

THIS IS AN EQUAL OPPORTUNITY PROGRAM. DISCRIMINATION IS PROHIBITED BY FEDERAL LAW. COMPLAINTS OF DISCRIMINATION MAY BE FILED WITH USDA, DIRECTOR, OFFICE OF CIVIL RIGHTS, WASHINGTON, D. C. 20250





Housing Counseling Client Intake Form

Last Name:	First Name:		MI
Gender: Male Demale Other/Non-Conforming			
(Physical) Address	City	State	Zip
(Mailing) Address	City	State	Zip
Telephone #	Email:		
Date of Birth:	Fore	ign Born: Yes	No
English Proficient: Yes No:	If no, what language a	re you proficient in	?
Race (may choose multiple):			
American Indian/Alaskan Native Asian Black/African American	Native Hawaiian White Choose not to re	n/other Pacific Islan espond	nder
Hispanic: Yes No	Choose n	ot to respond	
Ethnicity: Mexican Puerto	Rican		
Marital Status: Single (never married)	arried D ivor	ced \ Wido	owed
Household Type:			
☐ Single Adult ☐ Female Single	Parent Male S	Single Parent	
Married with Dependents	Married with	<u>out</u> Dependents	
Two or More Unrelated Adults: Other Adult(s) Name(s)			
Other (Specify)			
Number of Minors in Household	Total House	hold Size (Includin	g Applicant)
Housing Arrangement:			
Renter	Homeowner with	~ ~	
Does not pay rent	Homeowner with		(C-11)
Homeless	Other (Specify)		(Continue to page 2

Do you or your household receive rental assistance?
Have you owned a residence before? Yes No
Are you a first-generation homebuyer? Yes No Unknown
Disabled: Yes No Disabled Dependent: Yes No
Military Veteran: Yes No Active Military: Yes No
Education Level: College Junior College Vocational Graduate School High School/GED Primary Other
Individual Monthly Income: \$ (and/or) Individual Annual Income: \$
Household Monthly Income: \$
(and/or)
Household Annual Income: \$
Housing/Financial Education Home Purchase Mortgage Default/Delinquency Rental Counseling/Assistance Seeking Shelter/Homeless Services Homeowner Services (i.e., maintenance/repair) Disaster Preparedness/Recovery Other (specify): How did you hear about us? Agency Lender Mailer Walk-in Word-of-Mouth Other (specify): Preferred method(s) of contact: mail phone text email In order to best serve you, please complete this packet in full and return to UHDC along with 1.) proof of household income and 2.) your photo ID.
Client Signature Date
OFFICE USE ONLY UNDER Counselor
Date ReceivedUHDC Counselor Entered in Database DateInitials
Action Taken:
Referred to (Program or Agency)
Scheduled Counseling
Scheduled for Workshop (Pre-purchase/Mortgage Ready/Post Purchase/FFP)



NOTE: This form (front and back) to be completed and signed by any adult household partner/spouse/co-applicant/co-singer.

2)

Housing Counseling Co-Client Intake Form

			
Husband Fat	other Other Relationship Other Employer ter Other (plea	ive se explain):	
Last Name:	First Name:		MI
Gender: Male Female	Other/Non-Con	forming	
(Physical) Address	City	State	Zip
(Mailing) Address	City	State	Zip
Telephone #	Email:		
Date of Birth:	Forei	gn Born: Yes	■No
		_	_
English Proficient: Yes No	e: If no, what language ar	e you proficient in?	
Race (may choose multiple):			
American Indian/Alaskan Native Asian Black/African American	Native Hawaiian White Choose not to res	other Pacific Island	ler
Hispanic: Yes No	Choose no	ot to respond	
Ethnicity: Mexican Puert	o Rican		
Marital Status:			
	Married Divorce	ed W ido	wed
Household Type:		_	
Single Adult Female Single	e Parent Male Si	ngle Parent	
Married with Dependents	Married without		
Two or More Unrelated Adults: Other Adult(s) Name(s)			
Other (Specify)			
Number of Minors in Household _	Total Househ	old Size (Including	Applicant)
Housing Arrangement:			
Renter	Homeowner with n	nortgage	
Does not pay rent	\square Homeowner with \underline{n}		
Homeless	Other (Specify)		(Continue to pa

Do you or your household receive rental assistance?
Have you owned a residence before? Yes No
Are you a first-generation homebuyer? Yes No Unknown
Disabled: Yes No Disabled Dependent: Yes No
Military Veteran: Yes No Active Military: Yes No
Education Level: College Junior College Vocational Graduate School High School/GED Primary Other
Individual Monthly Income: \$(and/or) Individual Annual Income: \$
Household Monthly Income: \$
(and/or)
Household Annual Income: \$
How may we help? (May select multiple) Housing/Financial Education Mortgage Default/Delinquency Seeking Shelter/Homeless Services Disaster Preparedness/Recovery How did you hear about us? Agency Lender Mailer Word-of-Mouth Other (specify): Preferred method(s) of contact: mail phone text email In order to best serve you, please complete this packet in full and return to UHDC along with 1.) proof of household income and 2.) your photo ID.
Co-Client Signature Date
OFFICE USE ONLY
Date ReceivedUHDC Counselor
Entered in Database Date Initials
Action Taken:Referred to (Program or Agency)
Scheduled Counseling
Scheduled counseling Scheduled for Workshop (Pre-purchase/Mortgage Ready/Post Purchase/FFP)

FINANCIAL & HOUSING AFFORDABILITY ANALYSIS WORKSHEET

Per agency regulations, every housing counseling session requires a financial and housing affordability analysis to help the client achieve their housing goals. The counselor must ensure that their counseling process is appropriate for the circumstances and consistent with HUD requirements. Establishing a budget is a part of conducting the required financial and housing affordability analysis for most types of housing counseling. **Please complete to the best of your ability.**

NAME	
DATE	
Income	Amount

Income		Amount
Job #1		
Job #2		
Unemployment		
Child Support		
Pension/Retirement		
Disability Income		
Public Assistance (example: SNAP/EBT)		
Other:		
TOTAL INCOME		
TOTAL EXPENSES (subtract)	_	
LEFT OVER	=	

ASSETS

Checking Acct(s) Total Balance	
Savings Acct(s) Total Balance	
Cash/Other	

Expenses	Amount
FIXED EXPENSES	
Current Rent	
Car Payment	
Auto Insurance	
Health Insurance	
Student Loans	
Personal Loans	
Other:	
VARIBLE EXPENSES	
Heat/ Gas	
Electric	
Cable	
Water	
Internet	
Phone	
Child Care/Child Support	
Credit Card Payment #1	
Credit Card Payment #2	
Credit Card Payment #3	
Gasoline	
Groceries	
Eating out	
Doctor Visits	
Prescriptions	
Laundry/Dry Cleaning	
Barber/Beauty Shop	
Personal Expenses	
Other	
TOTAL EXPENSES	



Existing Rental Housing Self-Help Housing Counseling Weatherization Elderly Apartment Complex Land Development Elderly Apartments Non Elderly Apartments

Phone 479-968-5001 FAX 479-968-5002

P.O. Box 846, Russellville, Arkansas 72811

CREDIT RELEASE FORM

By my signature below I/we authorize Universal Housing Development Corporation to obtain a soft credit report for me/us. This authorization is valid for purposes of verifying information and counseling, or any other lawful purpose covered under the Fair Credit Reporting Act (FCRA). Credit scores are not impacted by soft credit checks, unlike hard inquiries. (They may or may not be recorded in your credit reports, depending on the credit bureau.) Since soft inquiries are not connected to a specific application for new credit, they're not visible to creditors.

Applicants Name:	Co-Applicant Name:
Social Security Number:	Co-Applicants SS#
Date of Birth:/	Date of Birth:/
Current Street Address:	Current Street Address:
City, State, Zip Code:	City, State, Zip Code:
Telephone Number:	Telephone Number:
Signature:	Signature:
Date:	Date:
I would like a copy of my report via:	
in-person	
passcode-encrypted email to:	



Universal Housing Development Corporation PO Box 846, Russellville, AR 72811 – 479-968-5001 301 East 3rd Street, Russellville, AR 72801

Privacy Policy

Universal Housing Development Corporation (UHDC) is committed to assuring the privacy of individuals and/or families who have contacted us for assistance. We realize that the concerns you bring to us are highly personal in nature. We assure you that all information shared both orally and in writing will be managed within legal and ethical considerations. Your "nonpublic personal information," such as your total debt information, income, living expenses and personal information concerning your financial circumstances, will be provided to creditors, program monitors, and others only with your authorization. We may also use anonymous accumulated case file information for the purpose of evaluating our services, gathering valuable research information and designing future programs.

Types of information that we gather about you

- Information we receive from you orally, on applications or other forms, such as your name, address, social security number, assets, and income;
- Information about your transactions with us, the Department of Housing & Urban Development (HUD), USDA Rural Development, lenders/creditors, etc.; and
- Information we receive from a credit reporting agency, such as your credit history.

You may opt-out of certain disclosures

- 1. You have the opportunity to "opt-out" of disclosures of your nonpublic personal information to third parties (such as your creditors), that is, direct us not to make those disclosures. *Opt-out option does not apply to the Department of Housing & Urban Development (HUD) and their reviews of files.
- 2. If you choose to "opt-out", we will not be able to answer questions from your creditors. If at any time, you wish to change your decision with regard to your "opt-out", you may call us at 479-968-5001 and do so. It will be noted in your files.
- 3. Please indicate at the bottom of this form if you choose to "opt-out" of disclosures of your nonpublic personal information to third parties.

Release of your information to third parties

So long as you have not opted-out, we may disclose some or all of the information that we collect, as described above, to your creditors or third parties where we have determined that it would be helpful to you, or would aid us in counseling you.

We may also disclose any nonpublic personal information about you or former customers to anyone as permitted by law (e.g., if we are compelled by legal process) or as a requirement of grant awards which make our services possible.

Within the organization, we restrict access to nonpublic personal information about you to those employees who need to know that information to provide services to you. We maintain physical, electronic and procedural safeguards that comply with federal and state regulations to guard your nonpublic personal information.

I have received a copy of and read the Privacy Policy of UHDC. I understand that by signing my name, I state that I have reviewed the policy in its entirety and understand the terms set forth in this policy.

Client Signature

Date

Date

□ Please check this box if you wish to "opt out" of disclosures of your nonpublic personal information to third parties other than for reporting and monitoring of grants and funding.



UNIVERSAL HOUSING DEVELOPMENT CORPORATION

301 East 3rd Street, P.O. Box 846, Russellville, AR 72811-0846

Tel.: 479-968-5001, Fax: 479-968-5002



Website: www.uhdchousing.org

Disclosure to Client for HUD Housing Counseling Services

Services Offered:

Our agency provides the following HUD one-on-one housing counseling services: homeless assistance; rental topics; pre-purchase/homebuying; non-delinquency post-purchase; home maintenance and financial management for homeowners; and resolving or preventing mortgage delinquency or default counseling.

Our agency also provides the following services and group education workshops: financial literacy; predatory lending, loan scam, or other fraud prevention; fair housing; homelessness prevention; rental; pre-purchase/homebuyer education; non-delinquency post-purchase; and resolving or preventing delinquency.

Relationships with Industry Partners:

Our agency has financial or exclusive relationships, or both, with specific industry partners, including HUD, Neighborworks America, Federal Home Loan Bank, or U.S. Department of Agriculture Rural Housing Service.

No Client Obligation:

There is no obligation to receive, purchase, or use any product or service offered by this agency or any services of its industry partners or other party in exchange for your receiving HUD housing counseling services.

Alternatives:

As a condition of our services, and in alignment with meeting our counseling goals, and in compliance with HUD's Housing Counseling Program requirements, we may provide information on alternative services, programs, and products available to you, if applicable and known by our staff.

Financial Analysis:

Every housing counseling session requires a financial and housing affordability analysis of the client's financial situation. This includes but is not limited to:

- 1. The establishment of a household budget customized to a client's current situation including any adjustments the client should make to achieve their housing goals;
- 2. A review of the client's income, expenses, spending history, assets and use of credit; and
- 3. The financial analysis and budget should include as much full and accurate information

I have read and received a copy of this disclosu	ire. `	
Client Signature	Date	۲.
Co-Client Signature	Date	_

Franklin County Section 8 320 N. 2nd Street Ozark, AR 72949

Tel.: 479-667-4705 Fax: 479-667-4705 Yell County Section 8 507 N. 4th St. Suite E P. O. Box 438 Dardanelle, AR 72834 Tel.: 479-229-5112

Fax: 479-229-5112

Pope County Section 8 301 E. 3rd Street P. O. Box 846 Russellville, AR 72811-

Russellville, AR 72811-0864 Tel.: 479-968-5001 Fax: 479-968-5002 Southlawn Apts. 1701 S. Detroit #51 Russellville, AR 72801

Tel.: 479-968-4902 Fax: 479-890-4385 Paris Rural Rental Apts. 1125 S. 3rd Street P. O. Box 489 Paris, AR 72855 Tel.: 479-963-6166 Fax: 479-963-6166





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