



WEATHERIZATION PLUS APPLICATION & REQUIRED DOCUMENTATION

Thank you for requesting an application for a Weatherization Plus Loan through the Dakota County Community Development Agency (CDA). To speed the processing of your application, please do the following:

1. **Complete the application.** Please do not leave any questions unanswered.
2. **Submit copies of the following with your completed application:**
 - Verification of your income:
 1. If you are employed, we will need copies of your four most recent pay stubs from each of your places of employment.
 2. If you are self-employed, or if you receive rent from another property, please submit complete copies of your Federal tax forms and all related schedules for the past two years.
 3. If you receive Social Security or SSI, please call 1-800-772-1213 to obtain a statement directly from Social Security.
 4. If you receive child support, please submit a six-month printout Support and Collections, or a signed statement from the person you receive it from.
 5. If you have other sources of income, please call Mark Hanson at (651) - 675-4469 about needed documentation.
 - Assets:
 1. A complete copy of your six most recent bank statements from each of your Checking accounts.
 2. A complete copy of your one most recent bank statement from each of your Savings accounts.
 - Verification of your outstanding mortgage balance(s), payment status and your monthly payment amount(s). If you pay association dues, please send in documentation showing you are current on your dues.
3. Read and sign the form entitled "There are Laws to Protect Your Rights to Information and Privacy."
4. Return a completed **hard copy** application and other required information to the following address:

Dakota County CDA
1228 Town Centre Drive
Eagan, MN 55123
Attn: Lisa Henning

When we receive the above items, we will evaluate your application based on your income, financial assets, credit history, equity in the property, and your ability to repay a loan based on our underwriting standards. You will be notified of all decisions in writing. If you have any questions, please call Mark Hanson at (651) 675-4469. Thank you for your interest in our loan pilot program!



WEATHERIZATION PLUS APPLICATION

The information requested in your Application is required to determine if you qualify for participation in this program. Some of the information requested is classified as “private data on individuals” under Minnesota law. Use of this information is limited to that necessary for the administration and management of this program. Where authorized by state or federal law, this information may be made available to other governmental entities.

The Dakota County Community Development Agency, in compliance with the Equal Credit Opportunity Act, requires disclosure of such items as race, age (of everyone but the applicant and co-applicant), and sources of income such as alimony, child support, or spousal maintenance, under Sections 202.5 (b) (3) and 202.8 of said act. An applicant’s marital status is needed to determine the necessary number of signatures needed to properly secure a mortgage against the property to be improved. Information regarding race is needed to comply with statistical and monitoring requirements imposed by the United States Department of Housing and Urban Development (HUD).

A. HOUSEHOLD INFORMATION

Name of Applicant		Name of Co-Applicant	
Social Security Number		Social Security Number	
Address			
City, State, Zip			
Home Phone Number	Work Phone Number (For whom?)	Cell Phone Number (Phone belongs to?)	
Email Address		Is the Applicant or Co-Applicant a Veteran of the US Military? ◇ - Yes ◇ - No	
Marital Status ◇ - Married ◇ - Separated ◇ - Unmarried (The category ‘Unmarried’ includes single, divorced, and widowed persons)			
Race **Information collected on Race is for statistical and monitoring purposes only. It is not used for determination of eligibility. ◇ - White ◇ - Black/African American ◇ - Black/African American & White ◇ - Asian ◇ - Asian & White ◇ - Amer. Ind / Alaska Native ◇ - Amer. Ind./Alaska Native/White ◇ - Native Hawaiian / Pacific Islander ◇ - Amer. Ind/Alaska Native & Black/African American ◇ - Other = _____			
Ethnicity ◇ - Non Hispanic ◇ - Hispanic		U.S. Citizen and/or Lawfully Within the U.S.? ◇ - Yes ◇ - No	

HOUSEHOLD COMPOSITION **LIST EVERYONE LIVING IN YOUR HOUSE**

Family / Household Member Name	Relationship	Age*	Sex*	Occupation
	Applicant			
	Co-Applicant			

* For persons other than Applicant or Co-Applicant

B. INCOME. List all income sources from all persons residing in your house. Some examples are: Employment, Welfare, Social Security, S.S.I., Pension, Disability, Armed Forces Reserves, Unemployment Compensation, Babysitting, Alimony or Child Support, Educational Grants, Rental Income, Payments from properties being sold on Contract for Deed, etc.

Employment:

Family/Household Member	Business Name	Position	# of Years Employed	Yearly Rate of Pay

Other Income:

Family/Household Member	Source	Amount	How Often? (i.e. weekly, monthly, etc.)

C. ASSETS

<u>Checking Account</u> Bank:	<u>Savings Account</u> Bank:	<u>Other Account</u> Bank:	<u>Other Account</u> Bank:
Balance:	Balance:	Balance:	Balance:
Tax Assessed Value of Any Additional Real Estate (not including the property in which you live):			
Cash Value / Equity of Life Insurance Policy (not upon death):		Other Financial Assets:	

D. PROPERTY INFORMATION

Type of Property (Check One) <input type="checkbox"/> - Single Family <input type="checkbox"/> - Duplex <input type="checkbox"/> - Tri-plex <input type="checkbox"/> - Townhouse <input type="checkbox"/> - Mobile Home Monthly Association Dues =\$_____ Monthly Lot Rent =\$_____			
Name of <u>ALL</u> Person(s) listed on your title as owners of the property:			
The property is : <input type="checkbox"/> - Completely Paid Off <input type="checkbox"/> - Subject to Mortgage <input type="checkbox"/> - Purchasing on a Contract for Deed			
Name of your First Mortgage Company or Contract Vendor	Date Financed	Original Amt.	Current Balance
Name of Second Mortgage Company	Date Obtained	Original Amt	Current Balance
How long have you lived here?	What is the current value of the property?	City or Township you are located in?	

E. UTILITY INFORMATION. The CDA will review your household utility usage only if/when you are approved for a loan.

Gas Utility _____ Account Number _____

Electric Utility _____ Account Number _____

H. SIGNATURES

- I/we certify the statements contained in this application are true, accurate & complete to the best of our knowledge & belief.
- I/we hereby authorize the release of any information necessary for the lending institution to process this application.
- I/we hereby authorize consent for my heating and electric companies to give data about my account and energy use to the CDA and CDA contractors.

Applicant

Date

Co-Applicant

Date