



SUMMIT COUNTY PUBLIC HEALTH (SCPH)
HUD LEAD-BASED PAINT HAZARD REDUCTION GRANT PROGRAM

County of Summit - The High Point of Ohio



VACANT RENTAL APPLICATION

Review of Program Eligibility and How the Program Works

Landlords may apply if all the following minimum criteria is met:

- The home is built before 1978.
Property tax payments are not delinquent.
The home is registered as a rental with the Summit County Fiscal Office and with the City where located.
The home meets local ordinances and housing codes.

Income guidelines for future tenants must meet the guidelines below. Guidelines are subject to change.

Table with 8 columns: 1 Person, 2 Persons, 3 Persons, 4 Persons, 5 Persons, 6 Persons, 7 Persons, 8 Persons. Corresponding income values range from \$42,750 to \$80,600.

How the Program Works After the Application is Approved (this process may be delayed due to pandemic and unforeseen circumstances)

- A SCPH lead risk assessor will contact you to schedule a time to do a lead risk assessment. A report will be mailed to the owner(s). A scope of work will be prepared along with an in-house estimate for the owner(s) to sign.
A pre-bid meeting at the Rental is scheduled to allow contractors to see the work to be done.
The Contractor with the lowest most responsive bid is awarded the job. The County of Summit will hold the contract with the winning contractor.
Owner(s) is/are responsible for 25% of the contractors bid, which is due at the time of signing the mortgage documents. The remaining amount of the contractor's bid is split 50% as a grant and 50% as a 5 year, deferred, forgivable mortgage.
The County of Summit will schedule an appointment for the authorized owner(s) to sign their mortgage documents and bring their 25% contribution. The terms of the loan will be 0% interest, deferred, forgivable. The loan is forgiven in equal portions over 5 years on the anniversary date of signing the mortgage documents. Forgiveness is not prorated throughout the year. The unit must remain as a rental and maintain registration with the County Fiscal Office and City where the home is located.
The owner(s) will add the County of Summit as an "Additional Insured" on the homeowner's insurance policy for the term of the loan.
Lead work will not start if the dwelling is cluttered, infested with insects or rodents, or unsanitary. The program will NOT pay for pest extermination. Pest extermination must be completed by a licensed pest control operator and a receipt shall be shown to Summit County Public Health.
Once lead work begins, no one can enter the residence until it is tested and cleared of lead hazards.
The rental owner must attempt to rent to low-income families with children under the age of 6 years either residing in the home or visiting. A copy of each lease that lists occupant names and ages must be provided to the County of Summit for the term of the loan.

If program eligibility criteria are met, return the enclosed application with the required documents. Failure to comply may result in termination of participation in the Lead Paint Hazard Reduction Grant Program.

Please call 330-926-5600 or 330-643-8013 if you have questions or concerns.

If you understand and agree to these guidelines, please sign and date below and return with your application.

Signature of Rental Owner or Authorized Representative

Date



## SUMMIT COUNTY PUBLIC HEALTH

### HUD LEAD-BASED PAINT HAZARD REDUCTION GRANT PROGRAM

**PLEASE MAIL, EMAIL, OR BRING THE APPLICATION AND COPIES OF THE REQUIRED DOCUMENTS TO (Lobby may be closed for public access due to local health orders)**

County of Summit  
Department of Community and Economic Development  
175 S. Main St., Suite 207  
Akron, OH 44308  
926-PH (330) 643-8013  
Website: <https://co.summitoh.net>  
Email: [hmiller@summitoh.net](mailto:hmiller@summitoh.net)

### VACANT RENTAL REQUIRED DOCUMENTS:

- Homeowner Insurance policy** with the current effective dates and annual premium amount.
- Power of Attorney, LLC, or Corporation Agreement document** which names the rental owner alternate who can sign HUD Lead Based Paint Hazard Reduction Program documents, if needed.

Please provide only the documents that are applicable to you. Additional documents may be requested as your application is reviewed



SUMMIT COUNTY PUBLIC HEALTH
HUD LEAD-BASED PAINT HAZARD REDUCTION PROGRAM

VACANT RENTAL APPLICATION

Summit County Public Health
1867 W Market Street
Akron, Ohio 44313
ATTN: Lead Program
PH (330) 926-5600 FAX (330) 923-6436
Website: https://www.schd.org
Email: lead@schd.org

County of Summit
Department of Community and Economic Development
175 S. Main St., Suite 207
Akron, OH 44308
PH (330) 643-8013
Website: https://co.summitoh.net
Email: hmiller@summitoh.net

Owner Name/s Listed on the Property Deed: \_\_\_\_\_

Owner Representative (POA) Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Mailing Address for Owner: \_\_\_\_\_
Should be different than rental address

PART 1: RENTAL OWNER APPLICANT INFORMATION

RENTAL OWNER NAME (First) Middle (Last)

RENTAL ADDRESS (City) (Zip Code)

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Is English your first language? [ ] Yes [ ] No My first language is: \_\_\_\_\_

[ ] Female [ ] Male Are you a Veteran? [ ] Yes [ ] No Are you Hispanic/Latino? [ ] Yes [ ] No

Please check one of the following: (Required for Federal Funding Purposes)

- [ ] White [ ] Black/African American [ ] American Indian/Alaskan Native [ ] Asian [ ] Other Multi Racial
[ ] Native Hawaiian/Other Pacific Islander [ ] Asian/White [ ] American/Indian/Alaskan Native/White
[ ] American Indian/Alaskan Native/Black/African American [ ] Black/African American/White

## PART 2: RENTAL OWNER CO-APPLICANT (Co-Owner) INFORMATION

Check here if there is **no** co-applicant and go to Part 3 of the application.

RENTAL OWNER NAME (First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Is English your first language?  Yes  No My first language is: \_\_\_\_\_

Female  Male Are you a Veteran?  Yes  No Are you Hispanic/Latino?  Yes  No

Please check one of the following: (Required for Federal Funding Purposes)

White  Black/African-American  American Indian/Alaskan Native  Asian  Other Multi Racial

Native Hawaiian/Other Pacific Islander  Asian/White  American/Indian/Alaskan Native/White

American Indian/Alaskan Native/Black/African American  Black/African American/White

## PART 3: HOME INSURANCE INFORMATION

Do you currently have homeowners insurance?  Yes  No

Insurance Company Name: \_\_\_\_\_

Agent Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

## PART 4: VACANT RENTAL OWNER/S AGREEMENT

The Owner(s) confirms that he/she/they is/are the legal owner of the property described in this application.

The Owner(s) understands that it is a criminal offense to make willful false statements or misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction (Section 1001 of Title 18 of US Code).

The Owner(s) understands that the home's property tax must be paid in full. If a payment plan is set up with the County Fiscal Office, a copy of the plan should accompany the Application. Once the payment plan is established, a minimum of 6 payments must be made and the next half must be paid as well.

The Owner(s) understands that the property must be registered as a rental with the Summit County Fiscal Office and with the City where the house is located if applicable.

The Owner(s) understands the property must meet local ordinances/codes - occupancy, zoning, and property maintenance.

The Owner(s) understand(s) that the property must be insect and rodent free. Any extermination is NOT paid by the program and must be done by the owner using a licensed pest control operator. Documentation must be provided that extermination was completed prior to lead work starting.

The Owner(s) understand(s) that a lead risk assessment must be completed on the home. The lead risk assessment is completed by Summit County Public Health. Results from the lead risk assessment will be shared with the rental owner(s) and will determine what, if any lead assistance may be provided. All utilities must be turned on at the unit.

The Owner(s) understand that the Summit County Public Health Lead Risk Assessor will need access to each room of the home (including attic and basement) and must have a clear path to each window. If the Lead Risk Assessor does not have access to each room and window the lead risk assessment will be canceled until such time that the lead risk assessor feels that they have appropriate.

The Owner(s) understand(s) that window treatments need to be removed where windows are being replaced, access to windows and porches must be clear. The Owner(s) understand that program is not responsible for anything broken or stolen before, during, or after the work is done.

The Owner(s) understand(s) that a 5-year *deferred forgivable* mortgage loan and a lien will be placed on the property, and understand(s) that home insurance is required for the 5-year loan period with the County of Summit listed as an "Additional Insured". The Rental Owner(s) understand that the payment of property taxes and additional assessments must be kept current for the term of the loan.

The Owner(s) understand(s) that he/she will pay 25% of the contractors bid. The payment by check or money order is due when the mortgage loan documents are signed at the County of Summit Department of Community and Economic Development office located at 175 S. Main St., Room 207, Akron, Ohio 44308.

The Owner(s) understand that rent cannot be significantly raised for 5 years after the HUD Lead Based Paint Hazard Reduction Grant process has been completed.

The Owner(s) understand that priority for rental should be given to low income families with children under age 6 years living or visiting the home for 5 years after the program work has been completed. A copy of every lease shall be provided to Summit County with a list of occupants and their ages for the term of the loan.

The Owner(s) understand that the current tenants cannot be evicted because of their participation in the program.

The Owner(s) understand that any verbal or physical abuse or threats to Summit County staff, contractors, or their employees may result in immediate termination of assistance and that any work performed will be at the expense of the rental owner(s).

\_\_\_\_\_  
Signature of Rental Owner  
or Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Rental Owner Co-Applicant

\_\_\_\_\_  
Date

**PART 5: PERMISSION TO RELEASE OR VERIFY APPLICANT INFORMATION**

Inquiries may be made about items listed below for the applicant, co-applicant, and other occupants of the household age 18 and over. Failure to verify information may result in a delay or may result in your application not being approved. If unit is vacant, tenant income will be verified upon occupancy.

**APPLICANT INFORMATION COVERED**

I/we authorize and release the County of Summit and/or HUD to obtain information that is pertinent to my/our eligibility for the Summit County Public Health Lead-Based Paint Hazard Control Grant Program and to verify the information that I/we have provided.

Alimony or Separation Payments	Full-Time Student Status	Social Security Benefits
Assets (all sources)	Handicap Assistance Expense	Tax Returns
Assets on Deposit	Income (all sources)	Unemployment Benefits
Bank Accounts	Income from Business	VA Benefits
Child Care Expenses	Liens	Other:
Child Support Payments	Medical Expenses	
Employment	Pension and Annuities	

I/we acknowledge and understand:

Mortgage documents for work to be done will be signed at the County of Summit Department of Community and Economic Development office located at 175 S. Main St., Room 207, Akron, Ohio 44308.

A photocopy of this application is valid as the original. Notarized documents must be original.

All Rental Owners or Authorized Representative will sign this form and provide information as needed.

The Summit County Public Health representative has my/our permission to complete or fill in missing information on my/our application.

\_\_\_\_\_  
Signature of Rental Owner or Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Rental Owner

\_\_\_\_\_  
Date

**PART 6: RENT & ADVERTISING AGREEMENT**

I/we agree to advertise the rental property at

\_\_\_\_\_

to low to moderate income families with children less than 6 years of age for a period of 5 years from the date the lead hazard control process has been completed and accepted.

I/we understand that if a tenant vacates the rental, I/we must try to rent the property to another low to moderate income family with children less than 6 years of age, following all Fair Housing Laws. All leases and/or rent rolls will be provided upon request over the 5 year loan period.

I/we agree not to raise the rent on the above-listed property for a period of 5 years from the date the work has been completed and accepted, and agree not to raise the rent as a result of the improvements made through the Summit County Public Health HUD Lead-Based Paint Hazard Reduction Program.

\_\_\_\_\_  
Signature of Rental Owner or Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Rental Owner

\_\_\_\_\_  
Date

## PART 7: WALK AWAY POLICY

Regardless of eligibility, under certain circumstances, an applicant may not receive assistance through the Lead Based Paint Hazard Reduction Program. Such circumstances include, but are not limited to:

- The owner and/or applicant becomes verbally or physically abusive and/or threatens staff members
- During the course of the lead abatement work the owner and/or tenant continually fails to cooperate with staff or contractors
- Applicant knowingly misrepresents information relevant to their eligibility for assistance
- Following the initial inspection of the home, a determination is subsequently made that the home is not structurally sound
- Failure on the part of the applicant/owner to demonstrate pride of ownership. Conditions included under pride of ownership include, but not limited to:
  - Abuse of animals: evidence of unsanitary conditions
  - Illegal or improper use of the property
  - Housekeeping and maintenance: extreme conditions of clutter or filth in or around the house

Under any of the circumstances assistance may be withheld and/or terminated at the discretion of the program administrator.

I/we acknowledge that we have read and do thoroughly understand and by my/our signatures below do affirm the above.

\_\_\_\_\_  
Landlord/Representative Signature

\_\_\_\_\_  
Date