



## **Exterior Grant Program**

### **Program Overview:**

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The City of Basehor aims to maintain a high-quality community by upholding a positive and appealing image. The Exterior Grant Program aims to encourage homeowners to invest in improvements to their home's exterior. The Exterior Grant Program provides funding to enhance the appearance of homes and contribute to overall neighborhood beautification.

Eligible projects may receive up to a maximum amount of \$500.

This program has been allocated \$10,000, for 2023. These funds are available on a first come, first serve basis. Funds are available until depleted.

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***Please submit required documents in person at City Hall, 2620 N 155th St. Basehor, KS 66007.***

***We can also accept documents electronically; please note, these documents could become public record as defined by Kansas Open Records Act (KORA).***

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### **Questions?**

Contact City Hall at:

2620 N. 155th St. Basehor, KS 66007

(913) 724-1370

[info@cityofbasehor.org](mailto:info@cityofbasehor.org)

### Program Details:

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- This program is available to qualified homeowners within the city limits of Basehor, Kansas.
- Eligible projects may receive a maximum grant amount of \$500.
- Applications are valid for one (1) year after issuance of approval. A new application must be submitted each year and is subject to annual appropriation.
- The property owner is responsible for ensuring that all required permits have been obtained if necessary. All permits must be in place prior to any work taking place.
  - Permits are valid for four (4) months after issuance, if the work is not done within this time frame, permits shall be null and void.
- The City of Basehor has established eligibility requirements for residents who apply for this grant (see below).
- The City of Basehor will require proof of work performed before issuing any grant payments.

### Eligibility Requirements:

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- Home must be located within the city limits of Basehor, Kansas.
- Applicants must own and reside at the address for which the grant applies.
- Home must be appraised at a value of \$200,000 or less.
- Projects must be on the list of eligible improvements, abide by the City of Basehor Municipal Code, and may require a building permit.
- Applicant must meet income requirements:

Number of Individuals in Household	Maximum Total Household Income (Gross)*
1	\$ 33,900
2	\$ 38,750
3	\$43,600
4	\$ 48,400
5	\$ 52,300
6	\$ 56,150
7	\$ 60,050
8	\$ 63,900

*\*Income Guidelines Set by U.S. Department of Housing and Urban Development Very Low-Income Limits*

- Applicants must have proof of annual gross income.
- Applicants should show their most recent tax return to the City to verify income eligibility.
- Applicants must show proof of work performed before any payment will be issued to the applicant.

#### **Eligible Projects:**

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- Driveways
- Roofs
- Siding
- Decks
- Soffit/fascia/trim
- Gutters
- Hazardous tree/limb removal
- External code violations
- Fence repair
- Garage doors
- External accessibility needs
- Other exceptions with City approval

#### **Required Documents:**

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- Proof of identification
- Proof of homeowners' insurance
- Proof of home appraisal value
- Proof of annual gross income

#### **How to Apply:**

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1. Complete and sign application.
2. Submit completed application and required documents to City Hall, 2620 N 155th St. Basehor, KS.
3. Staff will check application for completeness and all required documentation.
4. Staff will contact applicant regarding the status of the application, and if approved, issue approval to begin their project.

*Please submit required documents in person at City Hall, 2620 N 155th St. Basehor, KS 66007.*

*We can also accept documents electronically; please note, these documents could become a public record as defined by Kansas Open Records Act (KORA).*



## Exterior Grant Program – Application Sheet

### PERSONAL INFORMATION

PROPERTY OWNER NAME: \_\_\_\_\_  
First Middle Last

ADDRESS: \_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip Code

E-MAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

DESCRIPTION OF IMPROVEMENTS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ESTIMATED PROJECT TOTAL: \$ \_\_\_\_\_

REQUESTED GRANT TOTAL: \$ \_\_\_\_\_ **(Maximum Grant Amount: \$500)**

TOTAL NUMBER OF PEOPLE IN HOUSEHOLD: \_\_\_\_\_

TOTAL HOUSEHOLD INCOME (GROSS): \$ \_\_\_\_\_

ARE BUILDING PERMITS NEEDED:  YES  NO  NOT SURE

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**ELIGIBILITY CHECKLIST**

<b>PLEASE ANSWER THE FOLLOWING QUESTIONS:</b>	<b>YES</b>	<b>NO</b>
Does the applicant own and reside at the address for which the grant applies?	<input type="checkbox"/>	<input type="checkbox"/>
Is the home located within the city limits of Basehor, KS?	<input type="checkbox"/>	<input type="checkbox"/>
Is the home appraised at a value of \$200,000 or less?	<input type="checkbox"/>	<input type="checkbox"/>
Is the proposed project listed on the list of eligible improvements? If no, did you receive City approval?	<input type="checkbox"/>	<input type="checkbox"/>
Does the applicant meet the income guidelines for the total number of individuals in the household?	<input type="checkbox"/>	<input type="checkbox"/>

<b>REQUIRED DOCUMENTS:</b>	<b>YES</b>	<b>NO</b>
Proof of Identification	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Homeowner's Insurance	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Home Appraisal Value	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Annual Gross Income	<input type="checkbox"/>	<input type="checkbox"/>

**IF YOU SELECTED "NO" FOR ANY OF THE QUESTIONS ABOVE, THIS APPLICATION WILL NOT BE ACCEPTED.**

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**OFFICE USE ONLY**

**REVIEWED BY:** \_\_\_\_\_ **DATE OF APPROVAL:** \_\_\_\_\_

**STAFF COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**GRANT AMOUNT TO BE ISSUED: \$** \_\_\_\_\_