

**CITY OF RIFLE
WORKFORCE HOUSING PROGRAM**

APPLICANT PACKET

The Rifle Workforce Housing Program is administered by the Garfield County Housing Authority. All homes must be owner-occupied. Eligible purchasers must earn less than \$82,110 and work with the City of Rifle or within a 15 mile radius. Homes in this program are deed restricted for ten years with an annual appreciation cap of 3 percent or the Consumer Price Index (CPI), whichever is greater. Purchasers must comply with the city's ordinance. Income restrictions only apply upon purchaser; employment requirement remains the length of the deed restriction.

For questions, call 945-3072 or 625-3589.

THREE UNITS FOR SALE



\$199,950 EACH UNIT

This triplex offers units with lots of living space with three different designs. All units include full appliance package, central air conditioning, deck in rear, full landscaping and fencing.

995 E. 17th

1499 sf Main floor master suite, with two bedrooms and bath upstairs, kitchen with snack bar and open to dining area and large living room, oversize single bay garage.

997 E 17th

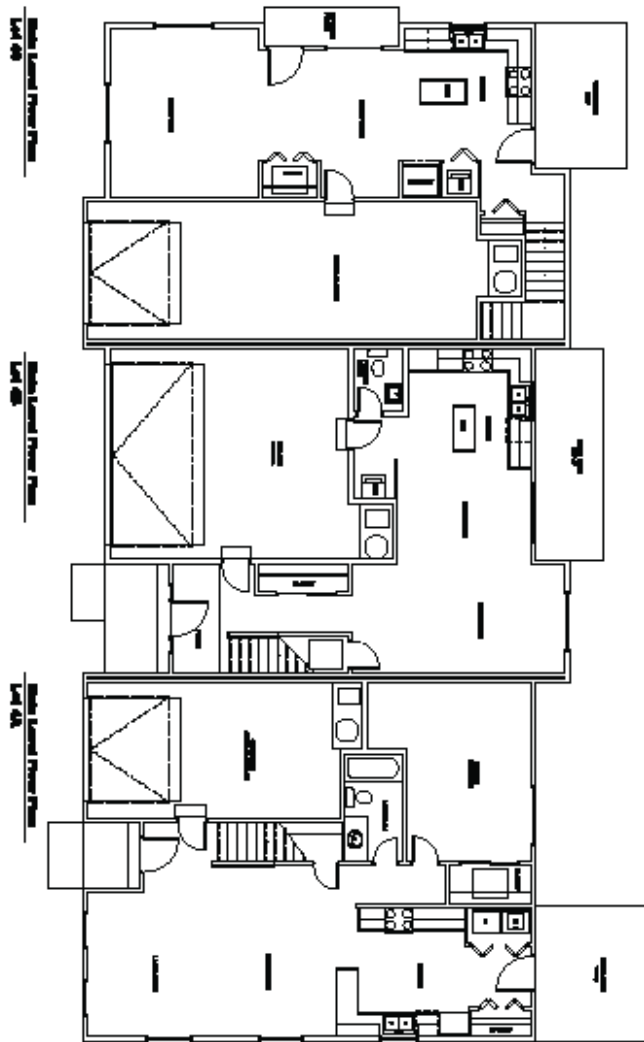
1544 sf Two bay garage, three bedrooms, 2.5 baths, island in kitchen, upstairs loft area for computer or children's play area.

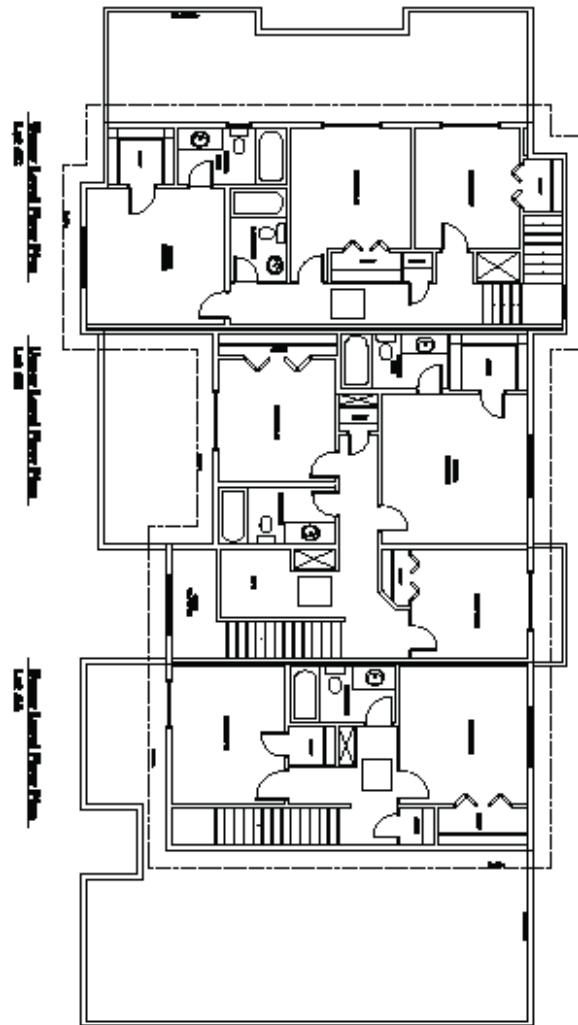
1695 Birch

1445 sf Tandem double garage, large living room, island in kitchen, three bedrooms, 2 baths.

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FLOOR PLANS





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ELIGIBILITY REQUIREMENTS

Income Requirement

Maximum Household Income: \$82,110 (Note: Household includes all occupants of the unit.)
Maximum household assets (excluding IRS qualified retirement funds): \$100,000.

Employment Requirement

At least one member of the household must be an eligible purchaser defined as any person who is a full time resident employee, employed within the corporate boundaries of the City of Rifle, or who is employed in a position with a school district, state, federal or county government at a location within approximately 15 miles of the corporate boundaries of the City. A map is available at the City or the GCHA depicting the Workforce Housing eligibility area. The area includes Rifle Gap State Park, Rifle Falls State Park, Rifle Fish Hatchery, Rifle Corrections Facility and the Garfield County Airport and County Facilities. A person who has been recruited to work for a City based employment source or other sources described above must produce evidence of the offer of employment.

Full time employment is defined as working at least thirty-two (32) hours per week. Purchaser(s) must occupy the unit at least nine (9) months per year.

Information on Homes to be Built

Applicants may inquire about details of the homes, including specs, by contacting Savage Land Company, 970-625-4401. These homes will be similar to the triplex already built under this program on E. 17th Street in Rifle (go drive by ☺). Purchasers will be able to select colors for certain finishings in the home. Once begun, homes will take about 4 months to complete and are targeted for early fall 2009.

Deed Restriction

Homes built under the Rifle Workforce Housing Program will be deed restricted for 10 years. During this period appreciation is limited to 3 percent or CPI, whichever is greater. Owners must sell to an eligible purchaser during the 10 years. Owners must also continue to meet the employment requirement during the 10 years.

Application Due Date

Applications will be taken on a first come, first served basis. Please return completed applications to the address below. After review of the application, GCHA will issue a letter of eligibility that qualifies applicants to seek a real estate contract with the builder.

Kathryn Grosscup
Garfield County Housing Authority
2128 Railroad Avenue
Rifle, CO 81652
970-945-3072 or 970-625-3589

**CITY OF RIFLE
PILOT WORKFORCE HOUSING PROGRAM**

APPLICATION REQUIREMENTS

Submit the following documents and information for all household members, 18-years or older. Household includes all occupants of the unit.

- a. Completed application packet.
- b. 2007 and 2008 state and federal tax returns and associated W-2s.
- c. Pay stubs for the last 3 months for all jobs held and pay stubs for any seasonal jobs routinely held.
- d. Self-employed individuals will need to provide profit and loss statements for the last 12 months, and any other additional documentation proving that the employment within the defined employment area.
- e. Current statements for all assets (bank accounts, savings accounts, etc.) indicating current balance, interest rate, or annual dividend and documentation for other assets (real estate, etc) to show current value. Qualified IRS retirement funds are excluded.
- f. Copy of pre-qualification letter from a financial lender that states you are qualified to purchase the unit at the published price or financial documentation that verifies you can purchase the unit on your own. Pre-qualification letter does not need to be a full loan application or issued by the lender you will actually use to finance your purchase. GCHA suggests that you ask the lender to include your debt-to-income ratio and approximate payment (PITI) so that you have an idea of your monthly expense to own this home.
- g. Copy of your driver's license(s) and social security card(s), *or* a copy of your passport.

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Please fill out a column for all adults in the household. If you have questions, please call the Garfield County Housing Authority at (970) 625-3589.

	<u>APPLICANT</u>	<u>CO-APPLICANT</u>
NAME(S)	_____	_____
MAILING ADDRESS	_____	_____
	_____	_____
STREET ADDRESS	_____	_____
	_____	_____
	[] Own [] Rent Years ____	[] Own [] Rent Years ____
PHONE(S)	_____ (H)	_____ (H)
	_____ (W)	_____ (W)
E-MAIL	_____	_____
BIRTHDATES	_____	_____

LIST NAMES OF OTHER OCCUPANTS AND RELATIONSHIP.

	NAME	RELATIONSHIP	AGE
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

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If selected to purchase the unit,

1. Do you intend to use the unit for your primary full-time residence?

Applicant: Yes No
Co-applicant: Yes No

2. Are you employed full-time by a City based employer or an eligible employer within the Workforce Housing eligibility area?

Applicant: Yes No
Co-applicant: Yes No

3. If you are currently renting your home, please provide the following landlord information:

Name: _____

Address: _____

Contact Phone Number: _____

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EMPLOYMENT HISTORY: Please list the name of business, address, phone number, contact person and actual dates of employment beginning with your most recent employment for the past year. Use additional copies for additional adult household members.

APPLICANT

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

CO-APPLICANT

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

EMPLOYER NAME

Address

Phone Number

Contact Person

Dates of Employment

ATTACH ADDITIONAL SHEETS IF NECESSARY

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EMPLOYMENT & INCOME VERIFICATION

Please submit one copy of this form for each employer and for each adult household member.

I give my permission to the Garfield County Housing Authority to obtain income and employment information required for this application. GCHA will contact my current employer to verify information below.

(Applicant sign on the line above)

Date

Please list employer and income:

PLACE OF EMPLOYMENT _____

ADDRESS _____

GROSS MONTHLY INCOME _____

GROSS ANNUAL INCOME _____

**COMMISSIONS, DIVIDENDS,
EXTRA INCOME** _____

To be completed by the employer (not applicant).

I verify that the above information is accurate and true:

Employer signature and title

Date

Printed name of the above

Telephone number

**CITY OF RIFLE
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ASSET INFORMATION SHEET

Please list all bank accounts, savings accounts and other assets for all adult household members, 18-years and older.

	<u>APPLICANT</u>	<u>CO-APPLICANT</u>
Institution	_____	_____
Type of Asset	_____	_____
Balance	\$ _____	\$ _____
 Institution	 _____	 _____
Type of Asset	_____	_____
Balance	\$ _____	\$ _____
 Institution	 _____	 _____
Type of Asset	_____	_____
Balance	\$ _____	\$ _____
 Vested Interest in a Retirement Fund	 _____ \$ _____	 _____ \$ _____
 Net Worth of Business(es) Owned (Attach Financial Statement)	 _____ \$ _____	 _____ \$ _____
 Other assets (excluding personal vehicles)	 _____ _____ _____	 _____ _____ _____
 TOTAL ASSETS	 _____	 _____

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DO YOU OWN ANY PROPERTY?

	<u>APPLICANT</u> [] Yes [] No	<u>CO-APPLICANT</u> [] Yes [] No
ADDRESS	_____	_____
	_____	_____
TYPE OF PROPERTY (Land, House, Apt.)	_____	_____
VALUE	_____	_____
AMOUNT OWED	_____	_____
RENTAL INCOME	_____	_____
APPRAISED VALUE	_____	_____
Other partners in the Property ownership?	[] Yes [] No	
If yes, how many?	_____	_____

If you currently occupy this property, please indicate your plan if you are the lottery winner. Will you sell this property or rent it? Please remember that the Workforce Housing Units must be owner-occupied.

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**VERIFICATION OF TRUE AND ACCURATE
INFORMATION**

I/we hereby verify that all information provided in this application package is accurate and true. It is understood that I/we will be disqualified from the application and approval process by the Garfield County Housing Authority if it is determined that any or all information is inaccurate or non-verifiable.

I/we shall be notified by the Garfield County Housing Authority as to my/our subsequent disqualification and the reasons thereof.

Applicant

Date

Co-Applicant

Date

Other Adult

Date

**CITY OF RIFLE
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**AUTHORIZATION TO OBTAIN COPY OF
LOAN APPLICATION and OTHER LOAN INFORMATION**

This document provides authorization to the Garfield County Housing Authority to obtain your actual loan documentation from the lender you choose for your financing. You do not need to fill out the name of a lender at this time. Upon signing of the contract for purchase and choosing a lender for your financing, you will need to provide the name of your lender to the Garfield County Housing Authority so that they may obtain a copy of your original loan documents as necessary.

The undersigned hereby authorizes my/our lender to furnish a copy of my/our completed loan application and other requested loan documents to the Garfield County Housing Authority.

Applicant

Date

Co-Applicant

Date

Other Adult

Date

**CITY OF RIFLE
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**AFFIDAVIT IN COMPLIANCE WITH
C.R.S. 24-77.5-101, et. seq**

APPLICANT:

I, _____, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one)

_____ I am a United States citizen, or

_____ I am a Permanent Resident of the United States, or

_____ I am lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Applicant

Date

**CITY OF RIFLE
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**AFFIDAVIT IN COMPLIANCE WITH
C.R.S. 24-77.5-101, et. seq**

CO- APPLICANT:

I, _____, swear or affirm under penalty of perjury under the laws of the State of Colorado that (check one)

_____ I am a United States citizen, or

_____ I am a Permanent Resident of the United States, or

_____ I am lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Co-Applicant

Date

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ACCEPTANCE OF PILOT WORKFORCE HOUSING PROCEDURES

I understand that if I choose to purchase this home:

1. I understand that all typical closing costs will apply.
2. I understand that I may choose to hire at my own expense either a Real Estate Broker or lawyer to assist with this transaction. It should be clearly understood by and between parties to the sales transaction that GCHA staff members are not acting as licensed brokers, but as representatives of the GCHA and its interests.
3. I must comply with the deed restriction and all aspects of the City of Rifle's Workforce Housing Ordinance.
4. I acknowledge that the unit must be owner-occupied.

Applicant

Date

Co-Applicant

Date

Other Adult

Date