



Lottery Rank Order \_\_\_\_\_

**CITY OF CARBONDALE**  
**Single Family Owner-Occupied Rehabilitation Program**  
**Pre-Application**

1. Name (Head of Household): \_\_\_\_\_
2. Home Address: \_\_\_\_\_
3. Mailing Address (If different): \_\_\_\_\_
4. Home Number \_\_\_\_\_ Work Number \_\_\_\_\_
5. Number of persons living in household \_\_\_\_\_
6. Total annual adjusted gross income for household \_\_\_\_\_  
*See following page for determination of income.*
7. Do you own and occupy the home at the address from Line 2? *Check one* \_\_\_ Yes \_\_\_ No
8. Attach proof of ownership of home. For example, a warranty deed or quit claim deed.
9. Attach proof of insurance on home.

**Certification**

I certify that the information on this pre-application is true, complete and correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Homeowner Date

**The City of Carbondale does not discriminate against any applicant on the basis of race, color, creed, religion, sex, national origin, age, familial status, ancestry, unfavorable military discharge, marital status, receipt of governmental assistance or handicap.**

**In addition, the City of Carbondale does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in its federally assisted programs and activities.**

For City Use Only \_\_\_\_\_

Date Received _____	In Target Area	Yes	No
Time Received _____	Owns Home	Yes	No
	Income Eligible	Yes	No

## **Determination of Income**

Income eligibility for the HOME program is determined by the Annual Adjusted Gross Income of the household. This is computed by first calculating the Annual Gross Income as described below. The second step is to subtract allowable adjustments as described below. The resulting figure is the Annual Adjusted Gross Income which is used to determine income eligibility.

### **Annual Gross Income**

Annual gross income includes wages/salaries, benefits/pensions, public assistance and other income. This must be computed for all members of the household who presently or plan to permanently reside in the dwelling unit and are 18 years of age or older.

### **Annual Adjusted Gross Income**

The following may be subtracted from the Annual Gross Income to determine Annual Adjusted Gross Income: IRA deductions including spouse, moving expenses, one-half of self-employment tax, self-employed health insurance deduction, Keogh and self-employed SEP plans, penalty on early withdrawal of savings and alimony paid.

**The Annual Adjusted Gross Income is what should be reported on line 6 of the Single Family Owner-Occupied Rehabilitation Pre-Application form.**