

# Heart and Hand House, Inc.

P.O. Box 128  
Philippi, WV 26416  
(304) 457-1295

To: Home Repair Applicants

These Instructions will assist you in properly completing the application process so you may be served more efficiently.

After completing your application form, call Heart and Hand (457-1295) and arrange for an appointment with Mike Miller to discuss the home repair program and your application. **No applications will be accepted without an appointment.**

Please bring your **application, verification of income, and proof of property ownership** to your appointment. This will make the process go faster and help you avoid repeated trips to Heart and Hand.

This program helps with emergency needs to maintain safe and livable housing. Unnecessary “remodeling” is beyond our limited resources. Our program is for “low income” homeowners and has income guidelines. If you are uncertain of your income eligibility please inquire when you call for an appointment.

Blessed is the one who trusts in the Lord, whose confidence is in Him.  
-Jeremiah 17:7



**HOUSING INFORMATION**

NAME \_\_\_\_\_

DATE \_\_\_\_\_

1. Do you own or rent your home? (Check one)  
 Own                       Rent
  
2. What is the value of your home? (Check one)  
 Less than \$10,000  
 \$10,000 To \$20,000  
 \$20,000 To \$30,000  
 Over \$30,000
  
3. If buying you home what are your payments? (Check one)  
 Less than \$100  
 \$100 To \$250  
 \$250 To \$400  
 Over \$400
  
4. How old is your home? (Check one)  
 0-5 Years  
 5-15 Years  
 15-30 Years  
 Over 30 Years
  
5. Which best describes this building (Check one)  
 A mobile home or trailer  
 A single-family house  
 Multiple-family house  
 Other
  
6. How many rooms are in your home? (**DO NOT** include closets, bathrooms, porches, or halls) \_\_\_\_\_
  
7. How many bedrooms are there in the house? \_\_\_\_\_
  
8. Who normally does your home repairs?  
 Friends                                       Yourself  
 Agencies                                       Landlord  
 Relatives
  
9. Who usually pays for your home repairs? (Check one)  
 Friends                                       Yourself  
 Agencies                                       Landlord  
 Relatives

10. What plumbing facilities do you have? (Check **All** that apply)

- Hot and cold water
- Cold only
- A flush toilet
- A bathtub or shower
- None of the above

11. What kitchen facilities do you have? (Check **All** that apply)

- A sink with running water
- A sink but carry water
- A range or cook stove
  - Gas     Electric     Wood
- None of the above

12. Do you get water from: (Check one)

- A public water system
- A drilled well
- A dug well
- Other: \_\_\_\_\_

13. How is your waste water handled? (Check one)

- Public sewer
- Septic system
- Other: \_\_\_\_\_

14. Do you have a telephone in the house?

- Yes                       No

15. Which fuel is used most for heating your home? (CHECK ONE)

- Natural Gas     Electricity
- LP Gas (Propane)     Wood/Coal
- Fuel oil     Kerosene
- Other: \_\_\_\_\_

16. What is the condition of your home? (Circle one)

- (1) Excellent
- (2) Good - needs minor maintenance
- (3) Fair - needs significant work, but livable
- (4) Bad - needs major work, possibly beyond repair