



County Executive  
Edward P. Mangano

# NASSAU COUNTY

## Office of Housing & Community Development



### RESIDENTIAL REHABILITATION PROGRAM

The Residential Rehabilitation Program as administered by the Office of Housing & Community Development (OHCD) is designed to help people of limited income have necessary repairs and/or upgrades performed on their owner occupied homes. Income eligibility determination is based on the income limits set forth by the U.S. Department of Housing & Urban Development (HUD). With OHCD's Residential Rehabilitation program, each municipality that receives residential rehabilitation funding is obligated to outreach to low/mod income homeowners in need of weatherization and other health and safety repairs. The work performed may include energy saving items such as, windows, doors, roofs, high efficiency boilers, and burners. Architectural barrier removal, handicap accessibility, lead based paint testing, and lead abatement are also eligible items under this program.

All OHCD administered residential rehabilitation projects are subject to a Five Year interest free, forgivable Recapture Note and Mortgage. This note stipulates that if the homeowner sells the property within five years, OHCD will recapture the funds allotted to the rehabilitation project. The **Town of Hempstead, Town of Oyster Bay and The Town of North Hempstead** administer their own Residential Rehabilitation programs for unincorporated areas within their townships and have their own processes.

#### Sample of Eligible Items\*:

##### Exterior:

Windows, Vinyl Siding, Re-point Brick Stoop, New Stoop, Roof, Flat roof, Leaders & Gutters, New Garage Door, Access Ramp, Railing.

##### Interior:

Boiler, Doors, Water Heaters, Electrical Upgrades, Handicap Bathrooms, Handicap Ramps/Lifts, Handrails

*\* All eligible items covered under the program are for functional rehabilitation of the home only. Rehabilitation Funds are NOT for decorative changes.*

#### Homeowner's Corner

Nassau County homeowners who are income eligible and are interested in participating in the Residential Rehabilitation Program must contact their local municipality. The local municipality will provide the referral to the Office of Housing & Community Development. For additional information please refer to the rehabilitation process below.

#### Rehabilitation Process

The Rehabilitation Process is broken down into eight steps:

##### Step 1 – Income Eligibility

Upon submission of the application, the Office of Housing & Community Development will determine the eligibility as prescribed by the U.S. Department of Housing and Urban Development.

##### Step 2 – Initial Inspection

If income eligibility is determined, you will be contacted by a Nassau County Housing Inspector, who will perform an inspection of your residence to determine the eligible repairs.

##### Step 3 – Concurrence Request Letter

Approximately one week from the initial inspection, a letter and a copy of the scope of work will be sent to you for approval along with the Renovate Right Pamphlet. A lead based paint inspection is required on every home and will be scheduled with our environmental consulting firm.

##### Step 4 – Viewings

Approximately one week after our office receives the lead assessment from our environmental consulting firm, we will set up a viewing. The viewing provides an opportunity for our pre-approved contractors to go to the home and review the scope of work and then enter their bid on the project.

##### Step 5 – Bid Openings

Approximately one week from the viewing date all bids submitted will be opened and reviewed. Our office will select a winning bid and notify the homeowner and contractor.

##### Step 6 – Contract Signing

Prior to starting the project the homeowner will be required to come to our office and sign a residential rehabilitation agreement and a 5-year interest free, forgivable recapture note and mortgage. If the homeowner cannot come to our office, they may speak to a representative to make other arrangements.

##### Step 7 – Renovation Begins

Contractor reviews scope of work with the homeowner and begins the renovation. A Nassau Housing Inspector will perform periodic inspections from beginning to project completion.

##### Step 8

Contractor completes renovation. A final inspection is performed. Homeowner, contractor and inspector sign a project completion certificate. A post clearance lead inspection must be performed by our environmental consulting firm on or around the same day the project is completed.

Median Income	HOUSEHOLD SIZE							
	1	2	3	4	5	6	7	8
80%	\$61,050	\$69,800	\$78,500	\$87,200	\$94,200	\$101,200	\$108,150	\$115,150

HUD Median Income \$105,100 Income Limits are rounded to nearest \$50.00.

**For additional information please contact: Office of Housing & Community Development,  
40 Main Street, 1st Floor, Hempstead, NY 11550**