



Department of
Community Development
Handy Helper Program

HANDY HELPER PROGRAM

Dear Applicant:

Thank you for your interest in applying to Cherry Hill’s Handy Helper program. This program assists income-eligible senior (62 years and older) and disabled residents with minor home repairs to improve the health, safety, accessibility and energy efficiency in the home.

In order to be eligible for the program, the home shall be owner-occupied and your household must meet the following income eligibility requirements. **Repeat applicants may only be assisted after all new applicants on the waiting list have been served, subject to available funding.**

Number of Persons in Household	Annual Gross Income Limit
1	\$59,050
2	\$67,450
3	\$75,900
4	\$84,300

Please complete the attached checklist and application package. If you have any questions, please contact me at (856) 432-8739 or via email at vlahai@chnj.gov.

Sincerely,

Vandi-koi Lahai

Vandi-koi Lahai,
Program Administrator

Encl.



HANDY HELPER PROGRAM SUBMISSION CHECKLIST

Please Complete the Checklist below, by marking each item with an X or ✓ and attach any required documents. If a Checklist item is not applicable, please write 'N/A.'

- _____ **Completed Handy Helper Application** (see attached)

- _____ **Proof of Property Ownership and Current Residence**
 - _____ Copy of Photo ID and Utility Bill (not water)
 - _____ Copy of proof of flood insurance (if located in flood zone)

- _____ **Income Verification Documents**
 - _____ Copy of Last two Consecutive Pay Stubs, if applicable
 - _____ Copy of Most Recent Income Tax Return
 - _____ Copy of Most Recent Social Security Benefit Statement Form (SSA-1099), if applicable
 - _____ Copy of Most Recent Supplemental Security Income (SSI) Benefit Statement, if applicable
 - _____ Copy of Most Recent 1099-R Form showing Retirement Savings Distributions (IRA, 401k, 403(b), 457(b)), if applicable
 - _____ Copy of Most Recent 1099-DIV Form showing Dividends and Distributions (typically from investments), if applicable
 - _____ Copy of Most Recent Receipts for any other regular payments (unemployment (1099-G), child support, alimony, interest (1099-INT) earnings, royalties, rental income, etc.)

Additional items may be requested by the Handy Helper Program Administrator



2022 HANDY HELPER APPLICATION

CLIENT ID # _____
(to be filled in by Program Admin.)

A. APPLICANT INFORMATION

Name: _____ Date: _____

Address: _____

Phone: _____ Email Address: _____ Date of Birth: _____

Demographic Characteristics. *Please check all that apply.*

- White/Caucasian
 Black/African American
 Asian
 Other _____
 Hispanic
 Non-Hispanic
 Female Head of Household
 Over 62
 Disabled

B. ANNUAL HOUSEHOLD INCOME. *Please complete the table below for the entire household and attach relevant documents requested in the checklist.*

ANNUAL HOUSEHOLD GROSS INCOME				
Household Member(s)	Wages/ Salaries	Benefits/ Pensions	Public Assistance	Other Income:
Totals				



You couldn't pick a better place.

C. WORK DESCRIPTION

Please briefly describe the minor home repairs that you would like to address with this application. The maximum value of the work to be completed is \$2,000 per residence. Please note that all requested work may not be performed.

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

D. APPLICANT CERTIFICATION

I certify the following:

1. The information provided in this application, including all sources of income of the members of my household, is true and accurate. The subject property is not for sale and is not in the foreclosure process.
2. I understand that Cherry Hill Township does not perform the home repairs and is not responsible for any work to my residence. The Township's selected contractor performs the home repairs and is directly responsible for the work conducted. Any complaints regarding the workmanship shall be made to the Handy Helper Program Administrator as soon as possible, but no later than 30 days of the completed work.

X

Applicant

DATE:

FOR OFFICE USE ONLY

Applicant is the owner of record on tax records or deed? Yes No

Local property taxes are up-to- date? Yes No

I have reviewed the applicant's household income and find that the Applicant's household is deemed:

Eligible Not Eligible

X

Program Administrator

DATE: