



## QALIPU FIRST NATION HOME REPAIR ASSISTANCE PROGRAM APPLICATION ELIGIBILITY AND GUIDELINE

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### Introduction:

Qalipu First Nation Home Repair Assistance Program (HRAP) will provide financial support opportunities to existing band members for home repair and maintenance to increase the sustainability and longevity of their home. Successful applicants are eligible to receive up to a maximum of \$5,000.00 per application as program funding is limited.

### Program Eligibility/Criteria:

- Applicant must be a registered member of Qalipu First Nation
- Applicant and/or Co-Applicant are required to be a current resident of Newfoundland and Labrador and residing in the home requesting repairs.
- Applicant is required to provide **proof of combined household annual net income (Copy of 2023 Tax Assessment MUST be included with application), proof of home ownership, quotes for materials, supplies, and labour, and photographic documentation of requested repairs.**
- **Requirement of combined annual household net income must be below \$49,039.00, based on the Provincial Government definition of “Low Income Taxable Reduction – LITR”.**
- Additional documents that may support your application.
- Applicant and/or co-applicant must have been living in the home for a minimum of five (5) years.
- HRAP is only available to support homeowners in the following areas:
  - **Emergency repairs that, if not completed, will force the homeowner to leave their home**
  - **Oil Tank Replacement**
  - **Roofing**
  - **Windows and Doors**

**Please note:** If home ownership is in the name of a non-member spouse or partner (co-applicant), you may still submit your application with that supporting document; however, it will be necessary to provide further documentation to support that you are a resident of the same household.

### Application Process:

- Qalipu Home Repair application collection will be open to members until 4:00 PM **Monday, September 30<sup>th</sup>, 2024**. If application and all supporting documents are mailed, the application **MUST** be post marked on or before **September 30<sup>th</sup>, 2024**.
- Applications can be printed from our website ([www.qalipu.ca](http://www.qalipu.ca)) and can be submitted by mail or email to:  
Qalipu First Nation  
Housing Division  
3 Church Street  
Corner Brook, NL  
A2H 2Z4  
[pbrake@qalipu.ca](mailto:pbrake@qalipu.ca) or [housingproject@qalipu.ca](mailto:housingproject@qalipu.ca)
- Limit of one application per household. Duplicate applications will not be reviewed. In the event that a duplicate application is received, QFN will consider the first application received as the valid submission.
- All applications require name, accurate mailing address/street address (if different from mailing address), Band registration #, phone number and/or email address, and all supporting documentation.
- If you have any questions or require support regarding your application, please contact Paul Brake, Housing Development Officer at 709-634-5472 or by email at [pbrake@qalipu.ca](mailto:pbrake@qalipu.ca)



# Qalipu First Nation - Home Repair Assistance Program Application

## Section 1 – Client Information

Band Registration Number: 

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Applicant Name: \_\_\_\_\_  
*First Last Initial*

Address: \_\_\_\_\_  
*Street Address/Mailing Address*

\_\_\_\_\_  
*City/Town Province Postal Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*If home ownership is not in the same name as the registered band member, co-applicant information is required.*

Co-Applicant Name: \_\_\_\_\_  
*First Last Initial*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Section 2 – Household Information

Do you own your home? 

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

 How many occupants currently reside in the house? \_\_\_\_\_

Do you have dependents under the age of 18 living in the home? 

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

 If yes, how many? \_\_\_\_\_

Have you previously been in receipt of housing repair funding from any other organization? 

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

 If yes, in what year? \_\_\_\_\_

Have you previously been in receipt of housing repair funding from Qalipu First Nation? 

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

 If yes, in what year? \_\_\_\_\_

What year was your house built? \_\_\_\_\_ How long have you lived in the house? \_\_\_\_\_

What is the combined annual household net income? \_\_\_\_\_

Have you attached proof of your combined annual household income? 

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

**Section 2 Continued – Household Information**

Please select which category reflects the nature of home repair/maintenance that you require.

- Emergency repairs that, if not completed, will force the homeowner to leave their home
- Roofing
- Oil tank Replacement
- Windows and Doors

Please describe what type of repair(s) are required:

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***\*Please note, proof of combined annual household income (Copy of 2023 Tax Assessment) MUST be attached before the application is processed and to ensure applicant eligibility. For an applicant to be eligible, combined annual household income must not exceed \$49,039.00.***

**Section 3 - Declaration**

1. I certify that I am a member of Qalipu First Nation
2. I/We declare the above information provided in this application to be complete and true.
3. I/We understand that the information provided in this application is being collected for the purpose of administering Qalipu First Nation Housing Development Programs and is in accordance with Qalipu First Nation client information confidentiality.
4. I/We understand that this application does not constitute an agreement by Qalipu First Nation to provide housing assistance.
5. I/We hereby grant Qalipu First Nation and/or its agents, permission to carry out an inspection of my/our property.
6. I/We authorize Qalipu First Nation to investigate any or all the statements made herein, being fully aware that discovery of any false statements will cancel this application. I/We further agree that such action by Qalipu First Nation will be without penalty or liability for damages.

***Before signing, please verify that ALL required supporting documents have been attached:***

- Proof of combined annual income (Copy of 2023 Tax Assessment required)*
- Proof of home ownership*
- Quote of total cost of materials, supplies, and labor*
- Photographs of repair and/or maintenance that is required*
- Additional documents that may support your application*

***If ALL required supporting documentation is not attached with application, then the application may not be reviewed or processed.***

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

**Submit this completed application along with supporting documents to:**

**Qalipu First Nation  
Housing Division  
3 Church Street  
Corner Brook, NL A2H 2Z4  
[pbrake@qalipu.ca](mailto:pbrake@qalipu.ca)  
[housingproject@qalipu.ca](mailto:housingproject@qalipu.ca)**

**Faxed applications will not be processed**