

**DETROIT AREA AGENCY ON AGING
FY 2023 – FY 2025 MULTI-YEAR PLAN
REQUEST FOR PROPOSAL**

SERVICE REQUEST & DESCRIPTION

HOME REPAIR SERVICES

Applicant/Organization's Name:

Geographic Area to be Served:

Funding Source: American Rescue Plan Act Funding

Reference: Bureau of ACLS Operation Standards

Unit of Services: Performance of one hour of allowable home repair tasks.

Instructions: Read the following service standards and check (X) the boxes in the "Agree" column to indicate if the organization agrees to abide by that standard. Asterisks in the "Agree" column indicate the need to respond to the statement or question in bold italics. Responses should be typed in the text box given. Note: Refer to Bureau of ACLS Operating Standards for Service Programs for more information.

Definitions & Service Delivery	Agree (X)
Home Repair Services offer permanent improvement to an older person's home to prevent or remedy a sub-standard condition or safety hazard. Home Repair Service offers permanent restoration and/or renovation to extend the life of the home and may involve structural changes. Home repair does not involve making aesthetic improvements to a home, temporary repairs, chores or home maintenance that must be repeated. <i>Refer to the Service Standards and list which services will be offered through your home repair program.</i>	<input type="checkbox"/> *
Home Repair providers must refer individuals who appear to be eligible for other home repair services. <i>Explain how participants will be referred to other resources and programs that will be used for referrals.</i>	<input type="checkbox"/> *
Home Repair providers are expected to have strong working relationships with other organizations with weatherization, chore and housing assistance, as available in the program area to ensure effective coordination of efforts. <i>Describe partnerships and relationships that your organization has with other partners.</i>	<input type="checkbox"/> *
Funds awarded for home repair service may be used for labor costs and to purchase materials used to complete the home repair tasks to prevent or remedy a sub-standard condition or safety hazard. The program must establish a limit on the amount to be spent on any one house in a 12-month period. Equipment or tools needed to perform home repair tasks may be purchased or rented with funds from the Bureau of ACLS up to an amount equal to 10% of total grant funds. <i>Describe how equipment, materials and supplies will be acquired for your Home Repair Services will be offered in the community.</i>	<input type="checkbox"/> *
Home Repair Programs must maintain a record of homes repaired including dates, tasks performed, materials used and cost. 6. The program staff must check each home to be	

<p>repaired for compliance with local building codes. No repairs can be made to a condemned structure. Each program must utilize a job completion procedure which includes a.) Verification that work is complete and correct. b.) Verification by a local building inspector(s) that the work satisfies building codes. c.) Acknowledgement by the homeowner that the work is acceptable, within ten days of completion. <i>Describe your process for maintaining required records for home repair jobs performed for participants.</i></p>	<input type="checkbox"/> *
<p>The Home Repair Program must utilize a written agreement with the owner (purchaser) of each home to be repaired which includes at a minimum: a. A statement that the home is occupied and is the permanent residence of the owner. b. A statement that in the event that the home is sold within two years of completion of work by the program, the owner will reimburse the program the full cost of repairs made to the home. c. Specification of the repairs to be made by the program is to be provided. <i>Describe how you will ensure that homeowners will adhere to state and local requirements. How will your organization document these requirements to ensure compliance.</i></p>	<input type="checkbox"/> *
<p>The Home Repair Program must establish and utilize written criteria for prioritizing homes to be repaired which address the condition of the home, client need and appropriateness of the requested repairs. <i>Describe your process for prioritizing homes for repairs.</i></p>	<input type="checkbox"/> *

Please answer these additional questions specific to the delivery of Home Repair Services:

- What does your planned staffing look like and what are their credentials?
- Indicate why your organization feels providing this service is important in your targeted geographic area. Specifically, how will the services impact low-income, socially isolated and minority individuals.
- Please provide your community's demographic data, recent outcomes achieved from your organization to explain how you can have an impact in the future.
- Other than lack of funding, what limitations (if any) does your organization have related to consumer requests for Home Repair Services.

- Will any part of the proposed service be subcontracted?

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Yes

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No

If yes, please explain why: