



Arlington/Fairfax/Falls Church

Dear Non Profit Agency:

Thank you for your interest in Rebuilding Together. I am happy to provide you with the information you requested.

Rebuilding Together is a one-day work blitz to repair the owner-occupied homes of low-income individuals and families as well as group homes and shelters operated by non-profit agencies in Arlington and Fairfax Counties and in the Cities of Falls Church and Fairfax. Groups of twenty or more volunteers work on approximately forty sites each year during the last Saturday and/or Sunday in April. The repair work includes carpentry, plumbing and electrical work within the scope of the average handyman, interior and exterior painting, removal of trash and debris from basements and yards, and other general maintenance work. Volunteers work for eight hours and may not be able to tackle all the repairs needed in the household/ shelter/ group home.

To be considered for repair work non-profits must fill out an application, have staff present at the time of the site inspection and on the day of the event. All staff of the facility are expected to work along with the volunteers. We require that a non-profit agency complete a Household Demographics Form once the non-profit agency has been accepted into the program.

Non-profit agencies are encouraged to contribute towards the cost of the materials needed to repair the site. We also require all non-profits to provide verification of ownership of the site to be repaired or permission from the owner. The property must remain occupied by the non-profit agency for a minimum of two years after completion of the work.

If you have any questions or need further information, please feel free to contact me on my direct line at (703) 528-1999 or at marcyb@rebuildingtogether-aff.org.

Sincerely,

Marcy Bartlett
Program Manager



Rebuilding
Together.

Arlington/Fairfax/Falls Church

NON-PROFIT APPLICATION
2014

SECTION 1 NON-PROFIT INFORMATION

Name of Organization:

Address:

Address:

Executive Director

Phone:

Email:

Mission of organization:

Name and address of site to be repaired:

Describe site to be repaired:

Contact Name at Site:

Phone:

The site is located in: Arlington County Fairfax County
 City of Fairfax City of Falls Church

The house was built in _____ (year).

The trash is collected by (hauler): _____ On _____ day of the week

The home is a: condo/apartment duplex townhouse/row house single family house shelter

**Please return this application and documentation to:
Rebuilding Together ♦ 10723 Main Street, #135 ♦ Fairfax, VA 22030**

If you have questions, please contact: Marcy Bartlett, 703-528-1999
marcyb@rebuildingtogether-aff.org

SECTION 2 TYPE OF REPAIRS TO BE CONSIDERED

Remember that the items listed below will be considered for repair, but the final decision on what work can be done with our time and financial resources will be made at the discretion of Rebuilding Together. OUR VOLUNTEERS WORK FOR ONE DAY AND THEY MAY NOT BE ABLE TO MAKE ALL REPAIRS NEEDED.

| Type of Repair | Brief Description | |
|---|------------------------------|-----------------------------|
| Electrical | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Plumbing | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Exterior painting | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Interior painting | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Wall repairs | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Floor repairs | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Accessibility modifications (Wheelchair ramp, grab bars, etc.) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Other | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Please list the three most important repairs needed to your property.

- 1.
- 2.
- 3.

SECTION 3 VERIFICATION REQUIREMENTS

Rebuilding Together is designed to serve low-income homeowners with special focus on the needs of seniors, persons with disabilities and families with children. Rebuilding Together also works on group homes and transitional housing operated by non-profit organizations. In order to qualify for the program a non-profit agency must provide the following information:

- 1) **Household Demographics Form.** This form should be completed after the non-profit has been accepted into the program.
- 2) **Ownership of the property.** Please indicate if your organization owns the property to be repaired and attach verification of the ownership or if your organization does not own this property, please submit in writing the permission of the owner agreeing to all statements in Section 4 – Non-Profit Agreement.
 - Yes, we own the property to be repaired.
 - No, we do not own the property to be repaired, but have the permission of the owner.

If possible, we ask that the non-profit agency contribute funds to cover some of the cost of materials needed to repair the site.

SECTION 4 NON-PROFIT AGREEMENT

I/we understand that:

- Rebuilding Together Arlington/Fairfax/Falls Church, Inc. assists limited-income homeowners who are unable to do the work themselves and **shelters/group homes operated by non-profit agencies.**
- All work will be performed by a mix of skilled, semi-skilled & unskilled volunteers.
- On average, 20 volunteers work an 8 hour day.
- Rebuilding Together volunteers will always complete work once it is started, but may not be able to make all repairs you request.

I/we further understand that:

- Neither Rebuilding Together nor its programs will warranty or guarantee the materials or the workmanship of the repairs to be performed.
- A staff member from the non-profit organization must be present during the work day.

I/we certify that:

- This non-profit agency owns the property at the address given in Section 1 of this application or has the written permission of the owner.
- I/We have no present intent to move or offer this home for sale over the next two years.

I/We certify that all information provided on this application is complete and accurate, in compliance with Federal, County, State, and local regulations.

I/We hereby release Rebuilding Together Arlington/Fairfax/Falls Church and all individuals, sponsors, and suppliers associated with this project from any and all liability associated with the repairs performed on our property.

Signature Executive Director

Date

Signature of Owner (if appropriate)

Date

Please note that Rebuilding Together receives funding from Arlington Community Development Block Grant Programs and Fairfax County Consolidated Community Funding Pool.

Rebuilding Together Arlington/Fairfax/Falls Church, Inc.

10723 Main Street, Suite 135

Fairfax, VA 22030

(703) 528-1999

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info@rebuildingtogether-aff.org