

## GENERAL INFORMATION

# RENTAL PROPERTY REPAIR ASSISTANCE PROGRAM

1. The Rental Property Repair Assistance Program (“Program”) may be able to provide eligible landlords of single-family housing (1-4 dwellings per property) low-interest loans to help correct housing code violations and/or make exterior improvement.
2. Please read below and if you are interested in seeing if you qualify, please complete, and submit this application to the CHSA, Inc. Staff will review your application and let you know if you are eligible and, if so, how it may help you depending upon available resources both from the City and/or from other organizations. You can call 651-2169 if you need help with the application or to talk with someone about the program.

Community Housing Services Agency, Inc.  
(CHSA) 6600 Abercorn St., Suite 100  
Savannah, GA 31405  
912-651-2169

Cimone' Adams  
(912) 651-2169  
[cadams@chsainc.org](mailto:cadams@chsainc.org)

3. Property must be within Savannah City limits.
4. Rents cannot exceed HUD published Fair Market Rents for loan term.

Fair Market Rent Table: FY 2023

Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom
\$1,455	\$1,533	\$1,680	\$2,235	\$2,547

Subject to change

5. The Program typically provides 5-year, deferred payment, 3% interest, loans not to exceed \$5,000 per dwelling.
6. A \$150 non-refundable application fee is required.
7. Loan Origination Fees up to 3% are paid by the applicant.
8. Closing costs are paid by the applicant.
9. Income limits do not apply.
10. Funding in excess of \$5,000 per dwelling may be available from other funding source. When other funding sources are used tenant income restrictions, as published by HUD based upon household size, apply.

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$60,100	\$68,700	\$77,300	\$85,850	\$92,750	\$99,600	\$106,500	\$113,350

Effective: June 1, 2026

11. City and County tax accounts must be current.
12. Applicants are encouraged to have a will. Assistance may be available from Georgia Legal Services to help you obtain a will if you do not have one. You are **NOT** required to give a copy of your will to CHSA.
13. Landlord must have property inspected by CHSA to determine scope of work required to bring it into code compliance. The property must be code compliant upon completion of repairs.
14. Property must be generally safe and habitable once repairs have been made.

15. Repairs are generally limited to correcting code violations, repair to roofs, exterior surfaces/components, structure, electrical, plumbing or heating/cooling systems. It may not be possible to provide funding for all the improvements desired by the applicant.
16. Priority may also be given to applicants with the most serious repair needs, the elderly, disabled, first time participants.
17. Interior repairs that disturb painted surfaces in houses built prior to 1978 may not be permitted. Neither are general property or cosmetic improvements. There simply is not enough money to make all desired improvements.
18. Property owners should file claims with insurance, home warranty and service line warranty policies and submit the resulting determination letter with the application.
19. Applications will be processed on a first submitted first reviewed basis, except applicants with hazardous conditions may be given priority.
20. **Applicants must fill out the application completely, submit all required documents (listed on Required Document Checklist) and sign all pages where indicated before the application can be processed.**
21. CHSA will notify homeowners when an assistance determination has been made and if the request is approved.
22. **Completing the application does not guarantee the application will be approved and the home repaired. Funding is limited.**

## RENTAL PROPERTY REPAIR ASSISTANCE APPLICATION

Please complete and deliver this application to  
**CHSA, Inc. 6600 Abercorn St, Suite 100, Savannah, GA 31405**  
**OR mail to P. O. Box 1027, Savannah, GA 31402.**

Name \_\_\_\_\_ SSN/EIN# \_\_\_\_\_

Co-Applicant \_\_\_\_\_ SSN/EIN# \_\_\_\_\_

Home Address \_\_\_\_\_ ZIP \_\_\_\_\_ Email Address \_\_\_\_\_

Telephone # \_\_\_\_\_ (Cell #) \_\_\_\_\_ Number of years at Address above \_\_\_\_\_

Marital Status:  Married  Separated  Unmarried, Widowed, Divorced Birthdate: \_\_\_\_\_

Have you filed for bankruptcy in the last 10 years?  Yes  No If yes, what year? \_\_\_\_\_

Employment: \_\_\_\_\_ Start Date: \_\_\_\_\_ Monthly Amount: \_\_\_\_\_

**Additional**

Source of Income: \_\_\_\_\_ Amount \_\_\_\_\_

Source of Income: \_\_\_\_\_ Amount \_\_\_\_\_

Do you have a mortgage on your primary home?  Yes  No Mortgage Company \_\_\_\_\_

Rental Property Address \_\_\_\_\_ ZIP \_\_\_\_\_ Neighborhood \_\_\_\_\_

How did you hear about this program? \_\_\_\_\_

Repairs Desired:  Code  Roof  Exterior Paint  Other \_\_\_\_\_

Do you have a mortgage on home?  Yes  No Mortgage Company \_\_\_\_\_

Dwelling  One-Story  Duplex  Two-Story  \_\_\_\_\_ Metal Roof  Yes  No

# of Buildings \_\_\_\_\_ # of Bedrooms per dwelling \_\_\_\_\_ # of Bathrooms per dwelling \_\_\_\_\_

Current amount of Monthly Rent? \_\_\_\_\_ Vacant Occupied

Do you own any additional properties  Yes  No If yes, please list below:

Address \_\_\_\_\_ Mortgage  Yes  No Occupied Vacant Current Rent \_\_\_\_\_

Address \_\_\_\_\_ Mortgage  Yes  No Occupied Vacant Current Rent \_\_\_\_\_

**Please use another sheet to list any additional properties owned.**

I the undersigned applicant(s):

- Certify that with this application I received the pamphlet entitled **“PROTECT YOUR FAMILY FROM LEAD IN YOUR HOME”** and will provide it to my tenant.
- Certify that all information reported in and submitted with this Application is true and correct. ***The undersigned applicant(s) understand that it is against the law to knowingly present false information on this application.***
- Authorize Community Housing Services Agency, Inc. to verify this information, to include but not limited to obtaining and reviewing my/our credit report(s).

A P P L I C A N T	I hereby certify that I am: <b>(YOU MUST INITIAL ONE)</b>	
	_____ US Citizen /or/ _____ legal alien	
	_____ Signature	_____ Date
	Demographic Information Optional (Circle appropriate choices on each line)	
	Race: Black/White/American Indian/Asian/Other	
	Sex: Male/female Hispanic /non-Hispanic	

C O A P P L I C A N T	I hereby certify that I am: <b>(YOU MUST INITIAL ONE)</b>	
	_____ US Citizen /or/ _____ legal alien	
	_____ Signature	_____ Date
	Demographic Information Optional (Circle appropriate choices on each line)	
	Race: Black/White/American Indian/Asian/Other	
	Sex: Male/Female Hispanic /non-Hispanic	

U.S. Department of Housing and Urban Development  
U.S. Environmental Protection Agency  
U.S. Consumer Product Safety Commission

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To: Owners, Tenants & Purchasers  
Of Housing Constructed **before 1978**

# Notification

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## Protect Your Family from Lead in Your Home

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If your property was constructed **before 1978**, there is a possibility it contains lead-based paint. The enclosed pamphlet will give you more information about lead-based paint.

I have received a copy of the pamphlet entitled, "**Protect Your Family from Lead in Your Home**".

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Date

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Print Full Name of Owner

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Signature of Owner



## REQUIRED DOCUMENT CHECKLIST

- Copy of current Deed
- Most recent mortgage statement
- Copy of current signed lease, if occupied
- Most recent year filed business federal tax return, signed – including all schedules
- Most recent year filed personal federal tax return, signed – including all schedules
- Copy of most recent 2 months bank statements – all pages, all accounts
- Copy of government issued photo ID - Applicant
- Copy of government issued photo ID – Co-Applicant
- Copy of most recent insurance declaration page
- Notification form indicating receipt of the pamphlet entitled  
“Protect Your Family from Lead in Your Home”

### Other forms that may be required

- Insurance, Home Warranty, Service Line Warranty claim determination letter
- Tenant Intake Form
- Tenant Income documents
- Documents not listed above deemed necessary after review of submitted documents