

Mission Possible

Program Information

The Mission Possible Program was developed in 2006 to help eligible residents attain code compliance, improve the safety and appearance of their properties, and to begin the process of rehabilitating the City's aging housing stock. Financial assistance is provided to eligible homeowners as described below, based on maximum annual gross income (total income from whatever source before deductions or allowances-NOT net income).

People in Household	Tier 1 Max Gross Income	Tier 2 Max Gross Income	Tier 3 Max Gross Income
1	\$44,800	\$49,300	\$54,250
2	\$51,200	\$56,300	\$61,950
3	\$57,600	\$63,350	\$69,700
4	\$64,000	\$70,400	\$77,450
5	\$69,150	\$76,050	\$83,650
6	\$74,250	\$81,700	\$89,850
7	\$79,400	\$87,350	\$96,100
8	\$84,500	\$92,950	\$102,250
Maximum Award Amount:	Up to \$2,000	Up to \$1,000	Up to \$500

Instructions & Process

To apply for the program, submit the following to Neighborhood Services Division in person, by mail, email to: nfanska@missionks.org, or fax: (913)722-1415

- **Completely** fill out and sign the following application pages.
- **Submit** proof of all income sources for 2018 (see the attached sheet for examples).
- **Submit** a copy of your homeowner's insurance.
- Neighborhood Services staff will review your application to ensure that all the appropriate forms have been completely filled out, received, and have met the required income levels of the Mission Possible Grant. A staff member will notify you of your score and clarify the nature of your project to make sure it meets the program guidelines.
- A letter will be sent confirming the acceptance of your application and project. Upon acceptance, further information will be given to you and three (3) bids will need to be obtained from approved contractors. A vendors list may be provided to you for assistance.
- Once a bid has been reviewed, agreed upon, and the contractor has submitted all the forms, a bid agreement will be sent from the City to contractor for work to be completed.
- After the work has been satisfactorily completed, the contractor will be paid the agreed amount and any remaining funds not used will be released back to Mission Possible.

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Eligible Projects

Qualified Repairs

- Removal of dilapidated small structures, wood piles, yard waste piles, overgrown brush/weeds, fencing, etc
- Repair or replacement of damaged shutters, wood-siding shingles, guttering, and window seals
- Improvements and modifications to aid physically disabled persons, e.g. ramps, handrails
- Exterior painting, minor repair of windows, storm doors, and garage doors
- Repair of fascias and soffits
- Driveway repair/replacement
- Removal/trimming for dead or diseased trees
- Other repairs based on need and funds available

Ineligible Repairs

- New construction, expansion or remodeling
- Removal or application of wallpaper, paneling, or interior paint
- Pool, sauna, or hot tub installation or repair
- Replacement or installation of carpet, linoleum, or hardwood floors
- Replacement or upgrading of household appliances
- General house cleaning or seasonal yard maintenance or landscaping
- Foundation repair
- Roof replacement or repair
- Sewer line repair or replacement
- Septic tank repair or replacement

Scoring

Applications will be scored according to five criteria:

- Is the project related to a code enforcement case? (2 points)
- Is the applicant in the Tier 1 income bracket? (2 points)
- Is the applicant in the Tier 2 income bracket? (1 point)
- Is the applicant eligible for Medicare or Social Security? (age or disability) (2 points)

Applications which score 4 points or more will be processed immediately. Applications with a score of 3 or below will be held until September 1, 2019 and processed if funds are available. Applications with delinquent tax on the property will not qualify.

**Questions? Contact Neighborhood Services:
Mission City Hall, 6090 Woodson St., Mission, KS, 66202
(TEL) 913-676-8360, (FAX) 913-722-1415.**

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Frequently Asked Questions

Q: Can Mission Possible provide me with seasonal or regular yard maintenance and/or snow/ leaf removal?

A: No, this program is designed to assist residents with minor home repairs only. The Neighborhood Services Department does have a volunteer program that would help eligible residents with snow/ leaf removal. Please call for details.

Q. Can I have my roof replaced or my foundation repaired through Mission Possible?

A: No, roof replacement and foundation repair are not considered *minor* home repairs through our program. The Johnson County MINOR HOME REHABILITATION Program handles large repairs such as these. You can request additional information or an application for this County program by calling (913) 715-6612 or by visiting their website: <http://www.jocogov.org/dept/human-services/housing/minor-home-rehabilitation>

Q. How many times can I seek assistance from the program?

A: Each eligible household can receive up to \$2,000 worth of assistance for *eligible* home repairs per year, once every other year.

Q. What if my initial project does not use all my grant funds?

A: If the project described in your original application does not use all of your grant funds, and you would like to use the rest of your award amount for another eligible project, please notify us as soon as possible. If applicants do not submit another eligible project within 14 days of the first completed project, we will automatically release the available balance of your grant funds back to the program pool. Any additional projects should be completed within 60 days after a second application is submitted.

Q. Is there another alternative for having my house painted?

A. Yes, the City of Mission in partnership with Habitat for Humanity offers a program called the *Home Preservation Program*. The program has income requirement like Mission Possible, and assists residents in need of a variety of exterior household repairs. Please contact us for additional information.

Q. Will the program cover 100% of the project cost?

A. Not necessarily, you may contribute additional funds of your own to supplement.

Q. Do I have to select/hire my own contractor?

A. Yes, the final decision of selecting a contractor for the project will be decided by the homeowner. If an applicant needs assistance finding/selecting a contractor, the City can assist with the process of obtaining bids, but does not select who the contractor will be.

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Application Sheet

Applicant Name:

Phone Number:

Email:

Address:

Annual Gross Income:

Source:	Amount:
Total:	

Please Answer the Following:

Number of Members in Your Household:	
Your Age:	
Are you currently receiving Social Security for age or disability?	
Are you filing this application to help resolve a code enforcement issue?	
How long have you lived at the residence above?	
Have you applied for or been granted City assistance before?	

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When?	
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Please Indicate the Type of Project:

Minor home maintenance (e.g. exterior painting, wood repair, etc.)	
Tree Trimming	
House Improvement (e.g. wheelchair ramp, window replacement)	
Other Infrastructure (e.g. driveway replacement)	
Other (describe below)	

Other/Further Description:

Certification: I (we), the undersigned, do hereby certify and affirm under penalty of perjury that the above information is true and correct to the best of my knowledge. I also certify that the home is owned by me (us), the applicant, and that I (we) occupy the home. Misrepresentation will disqualify the applicant and could require me (us) to reimburse the city for all or part of the expenses incurred. I (we) also agree to any necessary follow-up inspections by an authorized representative of the City of Mission and if selected, I (we) agree to the terms of the Mission Possible Program.

Applicant's Signature Date

FOR OFFICE USE ONLY

Date Received:		Date of Funds Disbursed:	
Date Scored:		Total Project Cost:	

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Score:		Total Disbursement:	
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HOMEOWNER'S AGREEMENT AND RELEASE FROM LIABILITY

1. **Voluntary Participation:** I acknowledge that I have voluntarily applied to the Mission Possible Program, where volunteers and/or contractors may assist with minor cleanup and repair of my home.

2. **Release:** In consideration of the opportunity afforded me to participate in this Program, I hereby agree that I, my assignees, heirs, guardians, and legal representatives, will not make a claim against the City of Mission, or the supplier of any materials (if applicable) or equipment that is used by the Project, or any of the contractors or volunteer workers, for the injury or death to me or damage to my property, arising from my participation in the Program.

3. **Knowing and Voluntary Execution:** I HAVE READ THIS AGREEMENT AND I FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF ALL LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE CITY OF MISSION, KANSAS, AND I SIGN IT OF MY OWN FREE WILL.

SIGNED this ____ day of _____, 2019.

Homeowner (Signature) _____

Name (Please print) _____

Address _____

Telephone _____

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Types of Income to report

The following are all considered income and count toward program guidelines:

- Earnings (wages, salaries, and self employment income)
Example forms: IRS Form - 1099, W-2 Form
- Interest, dividends and other net income
IRS Form - 1099
- Rents, royalties, estate, and trust income
IRS Form - 1099
- Retirement pensions and annuities
IRS Form - 1099
- Survivor pensions and annuities
IRS Form - 1099
- Disability pensions and annuities
1040 Form
- Realized capital gains (losses)
IRS Form - 1099
- Alimony, child support payments
1040 Form
- Public assistance
W-2 Form
- Supplemental Security Income (SSI)
SSA-1099 / SSA -1042S
- Unemployment, workers compensation, severance pay
W-2 Form
- Veterans payments
IRS Form - 1099

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