



## 2023 ACCESSIBILITY MODIFICATION PROGRAM (AMP)

AMP is to help eligible households with accessibility modifications to their home, giving them better access and ease of mobility throughout the home.

### HOMEOWNER INFORMATION

*\*The applicant must own and occupy the home in need of repair\**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ COUNTY: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

Have you received FHLBI grant funds (HOP/NIP/AMP) in the past 5 years? **YES** **NO**

Have you applied for FHLBI funds with any other organization this program year? **YES** **NO**  
*\*\*Households may submit only one application per program year.*

Name of organization assisting in the preparation of this application:  
*IE: Habitat for Humanity, community or senior center*

### HOUSEHOLD MEMBERS

*Please list everyone who lives in this home, including the homeowner. For AMP, all residents must be either (1) age 62 or older; (2) age 62 or older and age 17 or younger; or (3) one person must have a permanent disability*

### HOUSEHOLD INCOME SOURCES

*Select all sources of household income for the persons listed above*

FOR FHLBANK INDIANAPOLIS MEMBER USE ONLY:

## Home Repairs

From the list below, select the repair(s) you are requesting assistance for:

### HOMEOWNER ACKNOWLEDGEMENT

- 1) I own and occupy the home referenced as my primary residence and have done so for at least 6 months;
- 2) All occupants of the home have been listed on this application and all income has been disclosed;
- 3) I must qualify to receive funds, and funds are available on a first-come first-serve basis. There is no guarantee that I will receive funding. The maximum amount available per household is \$10,000;
- 4) It is my responsibility to provide a minimum of two, independent third-party bids for the requested repairs;
- 5) If I qualify, it is my responsibility to choose the contractor who completes the repairs;
- 6) Any disputes surrounding the repairs will be resolved between myself and the contractor;
- 7) Information in this application and income documents supplied will be shared with FHLBank Indianapolis;
- 8) I have not received a grant from any Federal Home Loan Bank in the past 5 years;
- 9) My application is subject to approval by the FHLBI and the member institution submitting it on my behalf;
- 10) All information on this application is true and accurate.

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**Homeowner Signature**

**Printed/Typed Name**

**Date**

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**Homeowner Signature**

**Printed/Typed Name**

**Date**

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DATE RECEIVED: \_\_\_\_\_

## 2023 INCOME DOCUMENTATION GUIDE

Use this guide to determine what type of documentation for each income type is required

1. **Household member has no income**
  - A “Certification of Zero Income” is needed for individuals who are 18 or older.
2. **If required to file 2022 Federal tax return**
  - Provide a copy of filed 2022 Federal tax returns including all W-2s, 1099s, attachments and schedules (State/ City tax returns are NOT needed)
3. **Wages from an Employer: This is needed for each employer.**
  - Employer Name, Employment Type (Full Time, Part Time, Seasonal, Irregular), Pay Frequency (Weekly, Bi-Weekly, Semi-Monthly, Monthly), Length of Employment, Date of last pay increase/raise
  - Income Certification:
    - If Paid Monthly: 2 consecutive paystubs that are dated within the last 60 days
    - If Paid Semi-Monthly: 2 consecutive paystubs that are dated within the last 30 days
    - If Paid Bi-weekly: 2 consecutive paystubs that are dated within the last 30 days
    - If Paid Weekly: 4 consecutive paystubs that are dated within the last 30 days
    - If Paid on an Irregular Schedule: 2-4 of most recent
4. **Social Security**
  - Current year’s award letter confirming the gross payments and frequency of payments AND the most recent bank statement reflecting the monthly net amount from the award letter
    - If these amounts differ, a current benefits statement dated within 60 days will be necessary.
5. **Child Support/Alimony**
  - Court-ordered documentation evidencing a minimum of 6 months of the most recent payments
    - Documentation from the court system should reflect the current amount due and paid
    - If less is being received, the actual amount must be documented from state or local entity responsible for enforcement of payments
6. **Pensions/Annuities/Insurance Policies**
  - Pension statement/award letter confirming gross payments & frequency of payments dated within 60 days
7. **Unemployment Current/Past Year**
  - Most recent benefit letter prepared by the authorizing agency along with schedules reflecting payments received YTD or similar third-party documentation
8. **Interest/Dividends**
  - Quarterly/Monthly Statements as generated
  - If received annually; verification letters received from the institution or the IRS 1099 form
9. **Self-Employment**
  - Two (2) years of completed, signed, and filed U.S. Federal tax returns, including all attachments and schedules for the business and personal, where applicable
10. **Rental Property**
  - Executed lease agreement or Comparative Market Analysis (CMA) evidencing rental income
    - Projected income from vacant units must be included
11. **Other: This will be dependent on the type of income received.**

**Upon review of your file, additional documentation may be requested. If you have any questions, please contact the organization/financial institution you are submitting this application to.**