

City of Cheyenne  
Housing and Community Development Office  
2101 O'Neil Avenue, Cheyenne, WY 82001  
Telephone (307)637-6255  
Fax (307) 637-6231

## **GUIDELINES**

**Program Purpose:** The purpose of the City's Emergency Assistance Program (HAND) is to provide financial assistance to very low, low and moderate-income homeowners with emergency housing problems by bringing their property up to decent, safe, and sanitary housing standards.

**Property Eligibility:** The assisted property is restricted to single family homes on permanent foundations located within the Cheyenne city limits. Property cannot be located in a flood plain. The homeowner must reside on the property and must have resided on the property a minimum of twelve months prior to applying for program assistance. The homeowner must have clear title to the property, proof of homeowner's insurance, and property taxes must be current. We require that you have \$5000.00 equity remaining after repairs are done.

**Property Standards:** After emergency assistance, the home must meet City of Cheyenne Housing Standards, HUD Housing Quality Standards, and requirements of the Lead-Based Paint Poison Prevention Act.

**Property Value:** To be eligible for program services, after emergency assistance the value of the home to be assisted must not exceed the market value of the property.

**Program Funding:** Funds for emergency assistance loans are limited and will be disbursed per income eligibility and need.

**Conflict of Interest:** No person who exercises any function or responsibility with respect to program funds or who is in a position to participate in a decision making process or gain inside information may obtain a financial interest or benefit from this program.

**KEEP FOR YOUR RECORDS**