



Community & Economic Development Department  
 Historic WDM Housing Fund  
 4200 Mills Civic Parkway  
 PO Box 65320  
 West Des Moines, IA 50265  
[Housing@wdm.iowa.gov](mailto:Housing@wdm.iowa.gov)  
 515-273-0770

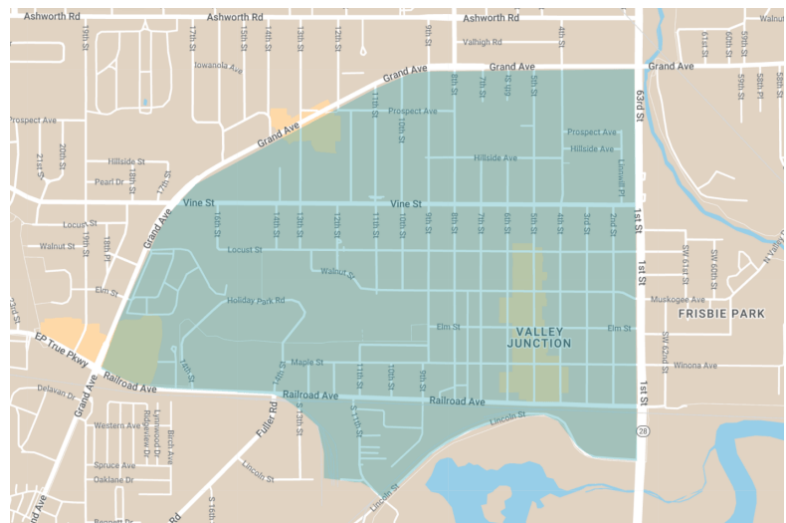


## HOME IMPROVEMENT PROGRAM

The Home Improvement Program provides matching funds for exterior home improvements on owner-occupied homes in Historic West Des Moines (see map of area below). The match ratio from the City ranges from zero to 10% or 1:1 to 1:3 depending on income of the homeowner.

### Requirements

- 1. Location** - The home assisted must be in the Historic West Des Moines Area as outlined in blue (1<sup>st</sup> Street on the East, Railroad Avenue on the South, and Grand Avenue on the North and West).



- 2. Income Limits – Effective April 2024** – The homeowner’s annual gross income must be no more than 110% of the area median income, adjusted for household size. The amount of match from the City depends on the income of the homeowner, adjusted for household size. (HUD Guidelines for DSM/WDM Metropolitan Statistical Area)

	Household size						
	1	2	3	4	5	6	7
60% AMI	48,120	54,960	61,860	68,700	74,220	79,740	85,200
80% AMI	64,150	73,300	82,450	91,600	98,950	106,300	113,600
100% AMI	80,200	91,600	103,100	114,500	123,700	132,900	142,000
110% AMI	88,220	100,760	113,410	125,950	136,070	146,190	156,200



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**3. Forgivable Loan Amounts** – The amount of match depends on the annual gross income of the homeowner, the age of the head of household, and the amount of funds the homeowner is providing. Each household is eligible for up to \$25,000 - the maximum City match is \$25,000. The minimum project amount is \$5,000 per house.

If the household is below 60% of Area Median Income AND the head of household is age 65 or over, no match is required. Homeowner funds cannot come from City funds. The table below shows the five categories of match and example amounts.

Neighborhood Finance Corporation program funds can be used as homeowner matching funds.

Income	Match Percentage /Ratio	Example - Match provided by Homeowner	Example - Program Match Provided	Example - Total Rehab Dollars available
< 60% AMI & Age ≥ 65	No match required			
< 60% AMI & Age ≤ 65	10%	\$1,000	\$10,000	\$11,000
61-80% AMI	1:3	\$5,000	\$15,000	\$20,000
81-100% AMI	1:2	\$5,000	\$10,000	\$15,000
101-110% AMI	1:1	\$5,000	\$5,000	\$10,000

**Uses of Funds** - The Home Improvement Program provides funding for exterior home repairs.

Types of eligible repairs:

- Porch construction
- Garage demolition & replacement
- Exterior lights
- Exterior doors
- Windows
- Siding replacement
- Painting house
- Roof replacement
- Junk and debris removal and disposal
- Shutters
- Foundation/structural improvements



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This is not a complete list. Other improvements and repairs may be eligible, as determined by Historic West Des Moines Housing Fund staff, in its sole discretion.

The home improvement work to be completed through the program will be determined by the Housing Planner, City Building Inspector, and the homeowner following a work write-up inspection with the City.

The homeowner is responsible for obtaining their own contractor. However, the contractor must complete a Contractor Eligibility form to be approved. The homeowner cannot do the work themselves, by a friend, or family member. The contractor must be approved by the City by meeting the City's insurance requirements, not be on the debarment list (SAM.gov), the contractor's company should be in good standing with the Iowa Secretary of State, have an Iowa Contractor Registration number from Iowa Workforce Development, and have proper licenses if required for their industry.

A contract will be signed by the owner, City and contractor(s). No work will begin prior to the contract being signed by all parties. City funds are not committed until the homeowner has been approved by the City AND the contract has been signed by the City. The homeowner should not sign a contract with a contractor prior to City approval.

4. **Payment(s) for Work** – There are two ways for payments and funds to be distributed (It will be the homeowner's choice how the payments will be handled):
  - a. The homeowner pays their portion into an account held by the City and payments are made by the City to the contractor **OR**
  - b. The homeowner will make all payments to be contractor and get reimbursement by the City with proper documentation of payment (invoices and lien waivers).
  
5. **Forgivable loan Terms** - Homeowner must reside in the property and remain as the title holder for a period of ten (10) years from the date of contract. The forgivable loan will be repayable upon sale of the property in ten (10) years from the date of contract. The forgivable loan will be forgiven 10% each year of owner-occupancy and no interest will be charged. The borrower must occupy the home for ten (10) years to receive the full forgiveness.



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## 6. Other requirements

- a. Homeowner must be on the title of the property
- b. The property to be assisted cannot be a contract purchase
- c. Homeowner must be current on their mortgage, property taxes, have home insurance, and be current with any city issues and/or any City fines.
- d. An application must be completed, and all required information must be attached (applications can be found at [wdm.iowa.gov/housing](http://wdm.iowa.gov/housing)). The City will ask for the following information from the homeowner:
  - i. Current tax return
  - ii. Verification of income and assets
  - iii. Verification of mortgage standing

## Apply for the Historic WDM Housing Fund Home Improvement Program

1. Complete an online application using the following link or QR Code:

<https://portal.neighborlysoftware.com/westdesmoinesia/participant>



2. Contact the City with any questions or to request a paper application at [housing@wdm.iowa.gov](mailto:housing@wdm.iowa.gov) or (515) 273-0770.
3. The City will contact you about your eligibility and further information that is needed.