Genesee – Orleans Lead Hazard Control and Healthy Homes Program
Checklist

Application Documentation – Owner-Occupied Property

☐ Owner Application
☐ Affidavit of Income
☐ Affidavit of zero income – if applicable
☐ Birth Certificate for Qualifying Child
☐ Grant Questionnaire
☐ Affidavit of Visiting Child (if applicable)
☐ Photo ID of adults and Birth Certificates for Occupants under 18
☐ Income Documents
  o 8 wks pay stubs
  o Tax return w/ W-2
  o IRS non filing
  o Other income Type ______________
  o Self employed P & L
  o Bank statement
  o Verification of employment – sign left side only
☐ Mortgage Statement (if applicable)
☐ Electric / water bill
☐ Property Deed
☐ Lead Medical Records for Lead Testing for Children Under 6 yrs.
☐ Insurance Policy
☐ Renovate right brochure signature

Application Documentation – Rental Property - Number of Units____
Landlord to provide

DSH 2020
Genesee County Health Department
G-O Lead Hazard Control and Healthy Homes Program
3837 West Main St. Rd
Batavia, NY 14020

☐ Owner Application
☐ Owner Certification
☐ Grant Questionnaire
☐ Property Deed
☐ Mortgage Statement (if applicable)
☐ Electric/water bill if paid by landlord
☐ Articles of incorporation/organization (if applicable)
☐ Tenant Data
☐ Insurance Policy
☐ Renovate right brochure signed by tenants
☐ Disclosure of Lead Based Paint – sign with tenant

Tenant to provide
☐ Affidavit of Income
☐ Photo ID of adults and Birth Certificates for Occupants under 18
☐ Affidavit of Zero Income (if applicable)
☐ Affidavit of Visiting Child (if applicable)
☐ Disclosure of Lead Based Paint – sign with landlord
☐ Income Documents of tenants
  o 8 wks pay stubs
  o Tax return w/ W-2
  o IRS non filing
  o Other income Type ______________
  o Self employed P & L
  o Bank statement
  o Verification of employment – sign left side only

☐ Medical Records for Lead Testing for Children Under 6 yrs.