

**TOWN OF BROOKHAVEN DEPARTMENT OF HOUSING  
AND HUMAN SERVICES  
RESIDENTIAL REHABILITATION PROGRAM GUIDELINES**

Thank you for applying to our Residential Rehabilitation Program. This program makes any necessary repairs in owner occupied homes (**no life estate or reverse mortgages will be accepted**). Assistance will be limited for each household. Financing will be provided in the form of a deferred loan. All loans will require a mortgage lien on the property. Income eligibility is based on the gross annual income of all household members. Their combined gross annual income cannot exceed the federal income guidelines.

To apply to this program, the following documentation is required and is subject to verification:

1. Recorded Deed
2. Recorded Mortgage(s) and Home Equity Lines of Credit or if no mortgage, a Mortgage Satisfaction
3. Mortgage statement showing the mortgage is current and showing the mortgage balance
4. Property Survey
5. Certificate of Occupancy, Zoning Compliance, or Existing Use
6. Homeowner Insurance Policy (to date) with the Town of Brookhaven as mortgagee
7. Signed Federal and State Income Tax Returns
8. All bank account statements (latest 6 months)
9. Proof of all income including 8 weeks paychecks
10. Town of Brookhaven and Village Real Property Tax Receipts
11. Any loans in progress or currently being applied for
12. Current statements from all assets such as 401k, money market etc.
13. Any and all liens, judgments or bankruptcies

Once you have gathered copies of all the required documents, please forward them to our office. You can drop them off or you can mail them to:

Town of Brookhaven  
Department of Housing and Human Services  
One Independence Hill  
Farmingville, NY 11738  
ATTN: John Kelly