



Ministry of Housing and  
Urban Development  
44-46 South Quay, Port of Spain

**HOUSING POLICY FACILITATION  
AND IMPLEMENTATION UNIT**

# HOME IMPROVEMENT GRANT PROGRAMME

## APPLICATION FORM

### WHERE DO YOU APPLY?

*Application forms  
can be collected and  
returned at any of the  
following offices:*

**Ministry of Housing and  
Urban Development**  
44-46 South Quay  
Port of Spain  
Tel: 623-HOME (4663)  
ext. 2444 or 2054  
Email: grants@mhlma.gov.tt

**The Housing  
Development  
Corporation  
Sub-Office**  
McGillvary Street  
Mon Repos, San Fernando  
Tel: 652-3116/2010

**Sugar Industry Labour  
Welfare Committee  
(SILWC) Office**  
Corner Dove & Balisier Avenues  
Couva  
Tel: 636-2772  
Corner Rushworth Street &  
Independence Square  
San Fernando  
Tel: 652-2642

**All TTConnect Kiosks  
and Online**

### 1. APPLICANT'S INFORMATION

National ID/Passport # \_\_\_\_\_ Sex M ☐ F ☐

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Citizenship \_\_\_\_\_ Country of Birth \_\_\_\_\_ Date Of Birth

#### ADDRESS

#### TELEPHONES

No. & Street \_\_\_\_\_ Home \_\_\_\_\_

Village/ Town \_\_\_\_\_ Work \_\_\_\_\_

Municipality/Region \_\_\_\_\_ Cell \_\_\_\_\_

### MAILING ADDRESS (IF DIFFERENT FROM ABOVE)

No. & Street \_\_\_\_\_

Village/ Town \_\_\_\_\_

Municipality/Region \_\_\_\_\_

### MARITAL STATUS

Single ☐ Married ☐ Divorced ☐ Separated ☐ Common-Law ☐ Widowed ☐

### CO-APPLICANT'S INFORMATION (OPTIONAL)

National ID/Passport # \_\_\_\_\_ Sex M ☐ F ☐

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Citizenship \_\_\_\_\_ Country of Birth \_\_\_\_\_ Date Of Birth

### 2. HOUSEHOLD DATA

Gross Monthly Household Income \$ \_\_\_\_\_

Source of Income: Salary ☐ Pension ☐ National Insurance ☐ Self-Employed ☐

Social Welfare ☐ Disability Grant ☐ Other \_\_\_\_\_

Single Parent Yes ☐ No ☐

Number of persons living in the household including yourself \_\_\_\_\_

Is there a disabled family member living with you? Yes ☐ No ☐



## APPLICATION FORM (continued)

### 3. LAND TENURE

Freehold ☐ Leasehold ☐ Rented ☐ Squatter ☐ Other \_\_\_\_\_

### 4. HOME IMPROVEMENT WORKS

#### Type of work to be done

Roof/Ceiling ☐ Walls ☐ Flooring ☐ Electrical ☐ Tiling ☐ Wood to Concrete ☐ Toilet/Bath/ Plumbing ☐

Cupboards ☐ Windows/Doors ☐ Burglar Proofing ☐ Room Addition ☐ Other \_\_\_\_\_

Estimated cost of Improvement works \$ \_\_\_\_\_

Have you received any assistance under the Ministry's Home Improvement Subsidy? Yes ☐ No ☐

### DECLARATION

#### Once selected an assessment interview will be conducted.

\_\_\_\_\_  
Applicant's Name in BLOCK LETTERS

\_\_\_\_\_  
Co-applicant's Name in BLOCK LETTERS

*I/we certify that the information given in this form is true to the best of my/our knowledge and belief. If there is anything in the information given above which is not true or which I/we do not believe to be true, The Ministry of Housing and Urban Development is entitled to refuse my/our application.*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Co-applicant's Signature

\_\_\_\_\_  
Date

#### WHO CAN QUALIFY?

1. Citizens of Trinidad and Tobago, residing in the country
2. Twenty-one (21) years old and over
3. Total household income does not exceed TT\$5,000 per month
4. Household has not benefited from the Ministry's Home Improvement Subsidy
5. Proof of legal land tenure or permission to conduct repairs.

#### SUPPORTING DOCUMENTS REQUIRED ONLY AT INTERVIEW:

1. Copy of Birth Certificate
2. Copy of Marriage, Death, Divorce Certificates (if applicable)
3. Copy of Identification (National ID or Passport)
4. Evidence of Citizenship (if applicable)
5. Copy of Proof of Ownership or Permission to Occupy Property (Title Deed; Deed of Lease; Rent receipts for the last three (3) years)
6. Documentary Evidence of Household Income (Prescribed form)
7. Recent Payslip and Job Letter, Pension Slip/Letter from the National Insurance Board
8. Completed Quotation for Repair Works (Prescribed form)

NB: Photocopied forms will be accepted.

**FOR OFFICIAL USE ONLY**