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DOCUMENTS RECEIVED
(please tick):

- ☐ Copies of applicant(s) Birth Certificate.
- ☐ Copies of ID Card(s) or Passport(s) of the applicant(s)
- ☐ Evidence of citizenship where applicable
- ☐ Copies of Marriage Certificate (if applicable)
- ☐ Copy of Title Deed or Deed of Lease or any other proof of ownership or permission to occupy property, land e.g. rent receipts
- ☐ Documentary Evidence of Household Income
- ☐ Recent pay slip and job letter/ Pension slip / Letter from National Insurance Board
- ☐ Completed Quotation for repair work



1. APPLICANT'S INFORMATION

National ID/Passport # _____ SEX ☐ M ☐ F ☐

Surname First Name Other

Citizenship Country of Birth

Date of Birth

dd mm yr

ADDRESS TELEPHONE(S)

No. & Street _____ Home _____

Village/Town _____ Work _____

Country _____ Cell _____

Marital Status Single ☐ Married ☐ Divorced ☐ Separated ☐ Common Law ☐ Widowed ☐

2. SOURCE OF INCOME

Salary ☐ Pension ☐ National Insurance ☐

Self Employed ☐ Social Welfare ☐ Disability Grant ☐ Other _____

3. HOUSEHOLD DATA

Gross Monthly Household Income _____

How many persons including yourself are living in the house? _____

4. HOUSE REPAIRS

Type of works to be done: (e.g. roof; flooring, walls, windows, addition of room etc.) _____

Estimated cost of improvement works _____

Did you receive any assistance under the Government's Home Improvement Subsidy? Yes ☐ No ☐

5. LAND TENURE Freehold ☐ Leasehold ☐ Rented ☐ Squatter ☐

Once Selected an Assessment Interview will be conducted

(1) _____
(Applicant's Name in Block Letters)

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

Date _____ Applicant's Signature _____



MINISTRY OF HOUSING AND URBAN DEVELOPMENT

44-46 South Quay, Port of Spain

Application Form Home Improvement Grant

The Home Improvement Grant Programme forms part of a holistic plan by the Government to address the housing needs of the citizens of Trinidad and Tobago. This Programme is run by the Ministry of Housing and Urban Development on behalf of the Government of the Republic of Trinidad and Tobago, and targets persons who wish to do improvement works to their home.

How does it work?

The Home Improvement Grant Programme is simply for persons whose dwellings are substandard, dilapidated or in need of repair. The Ministry of Housing and Urban Development would provide a maximum of fifteen thousand dollars (\$15,000) to successful applicants. The Process is as follows:

- All applicants will be entered into a database and a random selection/need process will be adopted in the selection of prospective beneficiaries.
- Successful applicants will be informed of their selection and will be interviewed to ascertain the veracity of their application.
- Supporting documents and a detailed estimate of the cost of repairs will be required
- Funds will be disbursed in two (2) tranches, 50% on commencement and 50% when half of the repairs have been satisfactory completed.
- A technical officer of the Ministry of Housing and Urban Development will visit the beneficiary's premises during the period that repairs are being undertaken, to ensure that work is done in accordance with the estimate.

What are the Documents to be Submitted?

If successful when a random selection is made the original and copies of the following documents should be submitted only at an interview:-

1. Birth Certificate
2. ID Card or Passport
3. Evidence of citizenship (where applicable)
4. Marriage Certificate (where applicable)
5. Proof of Ownership or Permission to occupy (Title Deed; Deed of Lease, Rent Receipts)
6. Documentary Evidence of Household Income
7. Recent pay slip and job letter/ Pension slip / Letter from National Insurance Board
8. Completed Quotation for repair work

Photocopies of the application forms will be accepted.

Who can apply?

Any citizen of Trinidad and Tobago who has legal tenure and requires assistance to do improvement works to their home, but the said persons must satisfy other criteria as well such as:

1. Total household income of all persons who live in the home must not exceed the approved ceiling.
2. The applicant must be able to show proof of legal tenure by
 - (a) Providing a deed or certificate of title in the applicant's name
 - (b) Where land is jointly owned, the applicant must show a letter of permission from the co-owners of the land
 - (c) If the land is rented, the applicant must show rent receipts in his/her name over a period of not less than three (3) years
 - (d) Where the applicant is not renting the land on which the structure exists, he/she must have written permission from the owner(s) of the property along with a copy of a deed or certificate of title in the owner(s) name, accompanied by a copy of owner's ID.

Completed application forms can be deposited at any of the following locations:

1. Ministry of Housing and Urban Development
44-46 South Quay
Port of Spain
Tel: 623-4663

2. Sugar Industry Sub Office
Rushworth St. & Independence Ave.
San Fernando
Tel: 652-2642

3. Sugar Industry Labour Welfare
Committee Office (SILWC)
Cor. Dove & Balisier Avenue
Couva
Tel: 636-2772