



**City of Merriam Kansas  
2024 Residential Driveway Grant  
Program Application**

Merriam Community Development  
9001 W. 62<sup>nd</sup> Street, Merriam, KS 66202  
Phone (913) 322-5520 Fax (913) 322-5505

Property Owner:

Address:

City/State/Zip: **Merriam, KS**

Email Address:

Phone #:

The Driveway Assistance Program is for income-qualified Merriam Households with gravel driveways or driveways that are in need of repair or replacement.

This is a city-funded project and is designed to assist Households whose income falls within the guidelines for low Income as established by the U.S. Department of Housing and Urban Development (HUD). Qualified homeowners are eligible for a 100% assistance for a new driveway.

The City of Merriam will coordinate with a licensed contractor to perform the repair/replacement of your driveway.

In order to be eligible for the Driveway Assistance Program your Household (all person living at the residence) must meet the following criteria:

- You must be the current owner and occupant of a Merriam single family or duplex residence.
- You must be current on all property taxes and special assessments.
- Your household income must be at or below the following HUD Income Guidelines for **2023**:

1 person	\$57,400	5 persons	\$88,600
2 persons	\$65,600	6 persons	\$95,150
3 persons	\$73,800	7 persons	\$101,700
4 persons	\$82,000	8 persons	\$108,250

Household members must provide their Federal Tax return as proof of income. For Household members that are not required to file a Federal Income Tax return, proof of social security, veteran, or other benefit payments will be accepted.

**Applications are due March 29, 2024.**

See Attachment for additional information.

Total Household Income: \$

Household Size:

I have read, understand, and agree to the terms and conditions of this rebate program.

Property Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR CITY STAFF ONLY**

Received by:

Date:

Authorized By:

Date:

## **2024 Merriam Residential Driveway Grant Program**

**Goal:** Assist income eligible Households with bringing the driveway into code compliance or eliminating their gravel driveway

### **Program:**

- Repair or replace driveways of Low Income Households at no cost
- Total annual program budgeted amount - \$90,000
- Approved applications will be allocated funding until all program funds are expended

### **Eligibility:**

- Household income must be at or below Low Income (80% of area median income) as established by U.S. Department of Housing and Urban Development (HUD) for Johnson County
- Income eligibility will be based on the Household's (all persons living at the residence) income
- Household's must provide their Federal Tax return as proof of income. For household members that are not required to file a Federal Income Tax return, proof of social security, veteran, or other benefit payments will be accepted.
- Property owner is required to sign an affidavit attesting that they have provided income information for all household members residing in the dwelling
- The affidavit must be notarized. Notaries are available at City Hall
- Must be the owner occupant of the residence
- The property must have a driveway that is in need of repair or replacement.
- After receiving the application and determining income eligibility, city staff will inspect and determine if the driveway qualifies for the program and the extent of the driveway repair/replacement.
- Gravel driveways are eligible
  - All gravel will be removed when the driveway is replaced
  - All vehicle parking will occur on a hard surface after the driveway is installed.
- The city will determine the layout and design of the driveway
- All improvements will conform to Merriam Codes
- Property owner must be current on all property taxes in Merriam
- Program property must be code complaint with the exception of the driveway
- All other properties owned by the applicant in Merriam must be code complaint
- Property owner must provide proof of adequate property insurance

### **Process:**

- Community Development manages the program
- **Program applications must be received by March 29, 2024**
- Property owner submits an application and supporting documents to Community Development
- Applications are reviewed in the order they are received
- The city will put participating driveways out to bid in one package
- The property owner must approve the driveway design prior to it going out for bid
- The city will engage and manage the driveway contractor
- The city will attempt to give the property owner reasonable notice of when the work will begin
- Before and after photos of the project will be taken by city staff

**The city at any time, without prior notice, and at its sole discretion, may modify or eliminate this program. State and local grants are ordinarily taxable for federal income purposes. If awarded, the City will report the grant to the IRS and send you a Federal IRS Form 1099. Please consult a tax professional if you have questions about any possible tax liability you may incur.**