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PO Box 42752, Philadelphia, PA 19101-2752 | Phone: 215.568.5044 | Fax: 215.967-1528 | [www.rebuildingphilly.org](http://www.rebuildingphilly.org)

Dear Applicant:

Thank you for your interest in Rebuilding Together Philadelphia. We'd like you to know more about us:

**MISSION**

Rebuilding Together Philadelphia (RTP) is a nonprofit whose mission is to bring volunteers and communities together to improve the homes and lives of homeowners in need.

Specifically we focus on critical warm, safe and dry repairs, energy efficiency upgrades and home modifications for older adults or those living with disabilities.

Sometimes RTP provides repairs, physical upgrades or modification for other non-profit facilities so that they may better carry out their mission and serve low-income communities.

**ELIGIBILITY**

All work will be performed without charge to the facility. The facility receiving RTP services must be a non-profit 501(c)3 organization.

The organization receiving repairs must provide a liaison to work with RTP staff and volunteers to coordinate work, and to help recruit volunteers from the organization or immediate community. Organization staff must be on hand for both initial facility inspection and the day of the volunteer event to assist with facilitation and volunteer management.

Rebuilding Together Philadelphia serves low-income homeowners with special focus on the needs of the elderly, disabled, families with children and veterans. Special consideration will be given to organizations that serve these same populations.

We are an all-volunteer organization and are limited in the amount of work that we do using volunteer resources. Every application we receive will be reviewed.

All questions can be referred to the phone or address on the letterhead.

Sincerely,

Carrie Rathmann  
Executive Director



## Rebuilding Together Philadelphia Non-Profit Center Application

(Please type or print)

<b>SECTION 1 NON-PROFIT INFORMATION</b>	
Name of Organization:	
Organization Address:	
City, State, Zip	
Executive Director	Phone:
Name of Facility (if different from above):	
Facility Address:	
City, State Zip:	
Facility Site Manager or Executive Director	Phone:
Mission of organization:	
Programs offered at this facility:	
Describe site to be repaired:	
Please indicate total number of recipients and breakdown of ethnicity for the facility to be repaired.	
Total number of people served by this facility _____	
_____ African American    _____ Asian Americans    _____ Hispanics    _____ Caucasians _____ Native Americans    _____ Pacific Islanders	
# of families _____ # of Children under age 18 _____ # of elderly over age 65 _____	

**SECTION 2 SPECIAL NEEDS/ DISABILITIES**

Is anyone served by this facility disabled?  Yes  No

If yes, please indicate by checking below all that apply:

- Hearing impaired
- Sight impaired
- Wheelchair bound
- Uses a walker
- Mentally challenged
- Other: \_\_\_\_\_

Total number of disabled persons served \_\_\_\_\_

Are there any health concerns we need to be aware of? \_\_\_\_\_  
\_\_\_\_\_

**SECTION 3 TYPE OF REPAIRS TO BE CONSIDERED**

Remember that the items listed below will be considered for repair, but the final decision on what work can be done with our time and financial resources will be made at the discretion of Rebuilding Together Philadelphia. OUR VOLUNTEERS MAY NOT BE ABLE TO MAKE ALL THE REPAIRS.

Type of Repair	Brief Description	
Electrical	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Plumbing	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Exterior painting	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Interior painting	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Wall repairs	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Floor repairs	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Roof repairs	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Accessibility modifications (Wheelchair ramp, grab bars, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Please list the three most important repairs needed.

- 1.
- 2.
- 3.

**SECTION 4 APPLICANT HISTORY**

Has Rebuilding Together Philadelphia done work for your organization in the past?

Yes  No      If so, when? \_\_\_\_\_

At what facility? \_\_\_\_\_

## SECTION 5 AGREEMENT

Rebuilding Together Philadelphia is volunteer repair program for limited income homeowners and non-profit facilities that are unable to complete the work themselves.

- 95% of work is done by volunteers. Volunteers will be skilled, semi-skilled & unskilled. They may not be able to complete all the repairs needed in the facility.
- None of the work is warranted or guaranteed.

To be considered for the Rebuilding Together Philadelphia program, non-profits must complete this application, have staff present at the time of the site inspection and have staff present on the day of the event. Non-profits are not required to contribute to the cost of the supplies needed to repair the site requested.

\_\_\_\_\_  
Signature, Executive Director

\_\_\_\_\_  
Date

## SECTION 6 VERIFICATION REQUIREMENTS

Rebuilding Together Philadelphia's mission is to serve low-income homeowners with special focus on the needs of the elderly, disabled, families with children and veterans. Special consideration will be given to organizations that serve these same populations. We also require documentation from non-profits seeking the services of this program.

**Please attach a copy of the organization's ownership of the building or permission from the owner, and insurance for the property.**

I certify that the above information is correct. I have provided verification of ownership or permission from the owner, and proof of insurance.

\_\_\_\_\_  
Signature, Executive Director

\_\_\_\_\_  
Date

Please return the completed application to:

**Carrie Rathmann  
Rebuilding Together Philadelphia  
PO Box 42752  
Philadelphia, PA 19101-2752**

If you have any questions, please contact us at 215-568-5044, or email [director@rebuildingphilly.org](mailto:director@rebuildingphilly.org) .