

Maine State Housing Authority (MaineHousing)
2019 HOME ACCESSIBILITY and REPAIR PROGRAM (HARP)

PHASE 1 INVOICE

Applicant/Owner: _____

Submission Date: _____

Property: _____

Prepared by: _____

CAA: _____

Grant Funding

Home Repair	\$ _____
Home Repair Emergency	\$ _____
Home Repair Elderly	\$ _____
Home Repair Replacement	\$ _____
Pre 1976 Mobile Home Repair Emergency	\$ _____
Pre-1976 Mobile Home Replacement	\$ _____
Accessibility	\$ _____
Supplemental Weatherization	\$ _____

Total Grant Amount \$ _____

Expenses

Water Test (\$50.00 for CCI, WMCA and YCCAC)	\$ _____
Water Test (\$70.00 for ACAP, DCP, KVCAP, PCAP and WCAP)	\$ _____
Walk Away Fee (\$100.00)	\$ _____
Septic Design Fee	\$ _____

Total Expenses \$ _____

Administration Fee

Total Phase 1 Admin \$ _____

Total Phase 1 Admin (Supplemental Wx) \$ _____

INITIAL PAYMENT AMOUNT \$

NOTE: Invoices automatically calculate administration fees based on total Grant Funding amounts and certain fees (if any).

Maine State Housing Authority (MaineHousing)
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CHANGE ORDER INVOICE

Applicant/Owner: _____

Property: _____

CAA: _____

INSTRUCTIONS: *Change Orders* requiring additional funding must be accompanied by this *Change Order Invoice* to be eligible for payment.

CHANGE ORDER #1

Submission Date _____

Prepared by _____

Additional Grant Funding

Home Repair	\$ _____
Home Repair Emergency	\$ _____
Home Repair Elderly	\$ _____
Home Repair Replacement	\$ _____
Pre 1976 Mobile Home Repair	\$ _____
Pre-1976 Mobile Home Replacement	\$ _____
Accessibility	\$ _____
Supplemental Weatherization	\$ _____
Total Additional Grant Funding	\$ _____

Additional Expenses

	\$ _____
	\$ _____
	\$ _____
Total Additional Expenses	\$ _____

Phase 1 Administration Fees

Total Admin	\$ _____
Total Admin (Supplemental Wx)	\$ _____

CHANGE ORDER #1 PAYMENT AMOUNT

\$

CHANGE ORDER #2

Submission Date _____

Prepared by _____

Additional Grant Funding

Home Repair	\$ _____
Home Repair Emergency	\$ _____
Home Repair Elderly	\$ _____
Home Repair Replacement	\$ _____
Pre 1976 Mobile Home Repair	\$ _____
Pre-1976 Mobile Home Replacement	\$ _____
Accessibility	\$ _____
Supplemental Weatherization	\$ _____
Total Additional Grant Funding	\$ _____

Additional Expenses

	\$ _____
	\$ _____
	\$ _____
Total Additional Expenses	\$ _____

Phase 1 Administration Fees

Total Admin	\$ _____
Total Admin (Supplemental Wx)	\$ _____

CHANGE ORDER #2 –PAYMENT AMOUNT

\$

Maine State Housing Authority (MaineHousing)
2019 HOME ACCESSIBILITY and REPAIR PROGRAM (HARP)

PHASE 2 INVOICE

Applicant/Owner: _____ Submission Date: _____
 Property: _____ Prepared by: _____
 CAA: _____

INSTRUCTIONS: Unpaid *Change Orders* must be accompanied by the *Change Order Invoice* to be eligible for payment and submitted prior to or along with the Phase 2 Invoice.

Grant Funding

Phase 1 - Grants ¹	\$ _____
Phase 1 - Grant (Supplemental Wx)	\$ _____
Change Order - Additional Grants ²	\$ _____
Change Order - Additional Grant (Supplemental Wx) ²	\$ _____
Total Grant Funding	\$ _____

Unpaid Additional Expenses³

	\$ _____
	\$ _____
	\$ _____
Total Additional Expenses	\$ _____

Phase 2 Administration Fee

Total Admin	\$ _____
Total Admin (Supplemental Wx)	\$ _____

PHASE 2 PAYMENT AMOUNT

\$ _____

¹The initial Grant Funding amount entered on the Phase 1 submission.

²The total of all additional Grant Funding amounts resulting from approved Change Orders.

³Unpaid Additional Expenses means expenses not captured on Phase 1 or Change Order invoices.

NOTE: The Phase 2 Invoice automatically calculates administration fees based on the total Grant Funding and certain fees entered on the Phase 1 Invoice and Additional Grant Funding amounts entered on the Change Order Invoices.

MaineHousing Only			
Payment Adjustment	\$ _____	TOTAL ADJUSTED PAYMENT	\$ _____
Explanation			

Maine State Housing Authority (MaineHousing)
2019 HOME ACCESSIBILITY and REPAIR PROGRAM (HARP)

INVOICE SUMMARY

Applicant/Owner: _____

CAA _____

Property: _____

PHASE 1

Submission Date	_____	Prepared by:	_____
Payment Date	_____		
Original Grants	\$ _____	Phase 1 Admin Fee	\$ _____
Original Grant (Wx)	\$ _____	Phase 1 Admin Fee (Wx)	\$ _____
Additional Expenses	\$ _____		

PHASE 1 – TOTAL FUNDED

\$ _____

CHANGE ORDERS

Change Order 1

Submission Date	_____	Prepared by	_____
Payment Date	_____		
Additional Grants	\$ _____	Phase 1 Admin Fee	\$ _____
Additional Grant (Wx)	\$ _____	Phase 1 Admin Fee (Wx)	\$ _____
Additional Expenses	\$ _____	Change Order 1 – Total	\$ _____

Change Order 2

Submission Date	_____	Prepared by	_____
Payment Date	_____		
Additional Grants	\$ _____	Phase 1 Admin Fee	\$ _____
Additional Grant (Wx)	\$ _____	Phase 1 Admin Fee (Wx)	\$ _____
Additional Expenses	\$ _____	Change Order 2 – Total	\$ _____

CHANGE ORDERS –TOTAL FUNDED

\$ _____

PHASE 2

Submission Date	_____	Prepared by:	_____
Payment Date	_____		
Unpaid Expenses	\$ _____		
Phase 2 Admin Fee	\$ _____		
Phase 2 Admin Fee (Wx)	\$ _____		

PHASE 2 –TOTAL FUNDED

\$ _____

PROJECT TOTAL FUNDED

\$ _____