



Notice: BEP-15-42

To: BEP Recipients
From: IHCD A Asset Preservation Department
Date: October 7, 2015
Re: BEP Property Maintenance & Administrative Fees

Recipients that have approved properties in the Blight Elimination Program may be eligible for \$1,000 for property maintenance per property, each year for three (3) years, totaling \$3,000. Tier One properties (\$15,000 properties) have Maintenance Fees available in addition to the \$15,000 allocation. Maintenance Fees for Tier Two properties (\$25,000 properties) must fall within the \$25,000 allocation.

Maintenance and Administrative fees are available for the first year AFTER demolition and greening claims have been filed and approved. Year one Property Maintenance fees may have accrued on or after the award date. The Recipient must have an approved Greening Form on file for each and every property for which it files a claim for maintenance fees. IHCD A will deny any and all claims for maintenance fees if the requirements set out above have not been met. Maintenance fees may be used for costs associated with maintaining the property including but not limited to: 1) general landscaping; 2) mowing; 3) snow removal; 4) sidewalk maintenance; 5) lighting; 6) property insurance; 7) property taxes, and/or 8) other municipal assessments.

Recipients may elect to use up to \$250 of Maintenance Fees per year for administrative fees. A maximum of \$750 is available per BEP lot in administrative fees. Administrative fees are only available from the Maintenance Fee allocation. Administrative fees may be used to pay for administrative work associated with your BEP Project, such as work done by a program or project manager. Administrative fees may not be claimed until such time as the property is demolished and greened and the necessary claims have been filed and approved. This includes the filing and approval of the IHCD A Greening Form.



ADDRESS 30 South Meridian Street, Suite 1000, Indianapolis, IN 46204
PHONE 317 232 7777 **TOLL FREE** 800 872 0371 **WEB** www.ihcda.IN.gov

EQUAL OPPORTUNITY EMPLOYER AND HOUSING AGENCY

State of Indiana
Lieutenant Governor
Sue Ellspermann

